

*God Bless America*



2004

*ANNUAL  
REPORT*

**State Emergency Management Agency**

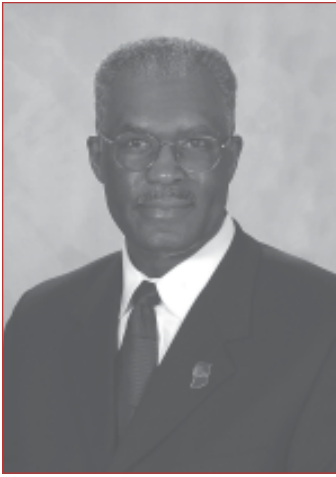
**SEMA**

**DFBS**

**Department of Fire and Building  
Services**

**Public Safety Training Institute**

**PSTI**



I am honored to have been able to serve as Executive Director of the Indiana State Emergency Management Agency (SEMA)/Department of Fire and Building Services (DFBS) and Chair of the Public Safety Training Institute (PSTI) in 2004. My thanks go to Governor Joe Kernan for giving me this opportunity.

Although I have been in the fire service for more than two decades, this is the first time I have witnessed the interaction and cooperation of public safety agencies across Indiana first hand. Let me say it is impressive. The hard work and dedication I observed in the past year is a testament to the effectiveness of a single goal.

SEMA-DFBS-PSTI employees are a special breed. From inspectors, to emergency planners, to disaster relief specialists, to plan reviewers to trainers, they work long hours for the personal reward they receive from knowing that they can, and do, make a

difference in the lives of Hoosiers. I am proud to have been associated with such a fine group of individuals.

With the war in Iraq continuing and terrorist activity occurring throughout the world, Homeland Security remains a vital part of our mission of ensuring the safety of the public. In 2004, SEMA's Homeland Security division became its own directorate with its own deputy director.

In the fall, in conjunction with the Counter Terrorism and Security Council and Indiana Department of Health, we held a series of 10 meetings around the state. The purpose was to review current efforts and introduce the concept of district planning to EMA directors, public health officials, first responders, mental health, Red Cross, hospitals and others. Disasters, natural or man-made, do not respect political boundaries. District planning will enable all disciplines to assist each other in times of need. In addition, with federal funds being reduced, it will ensure that money is stretched as far and efficiently as possible by avoiding unnecessary duplication of equipment.

Once again, nature showed that it can do more damage than terrorists. For the third year in a row, Indiana received two Presidential Disaster Declarations. On Memorial

Day, tornadoes swept across the state. Sixty-eight counties were designated for Individual Assistance and 18 for Public Assistance. Relief costs are more than \$28.6 million including \$16.7 million for SBA loans, \$4.9 million in IA and \$7 million in PA. Around Independence Day, 20 Indiana counties were hard hit by severe storms, high winds and tornadoes. Damage estimates are more than \$6 million.

Work is continuing on projects to buy out repetitive flood damaged properties. Unfortunately, federal funding is tight. We used to be able to count on mitigation funding totaling 15 per cent of money spent in a disaster. That figure was reduced several years ago to 7.5 per cent. As a result there are homeowners who have to pay the mortgage for a home they cannot live in while paying for their current living arrangements. We are moving as quickly as we can.

The 18 major disasters and two Presidential Emergencies Indiana has endured since 1990 shows the need for full time, professional emergency managers. To that end we are working with the state's institutions of higher learning to establish degree programs. Associate and baccalaureate, and possibly graduate degree programs are under discussion.

SEMA is also moving toward national certifica-

tion. The process started in 2004 to obtain recognition under the Emergency Management Accreditation Program (EMAP). A baseline was established and goals set to become certified.

Emergency Medical Services (EMS) is hard at work developing a long-term strategic plan for EMS. Once goals and objectives are identified we will move forward. One goal is the establishment of three Medical Response Teams for the state. They will play an important role in the event of a widespread natural or manmade disaster.

An important step was taken in EMS. There is now an additional level of certification. The Emergency Medical Technician-Intermediate (EMT-I) certification will open advanced life support service to rural areas of the state that currently rely on basic service. By enabling personnel to administer medications, patients will be able to be stabilized during the often-long ride to the nearest hospital.

Customer service is the name of the game at DFBS. The Office of the State Building Commissioner has been accepting plans for review by e-mail, but work is underway to expand that service and make it more user-friendly. It should not be long until design profes-

sionals will submit their plans in a web based format. This should speed the review process and ease the sharing of information with local building officials.

The Office of the State Fire Marshal (OSFM) has a cooperative agreement with the Family and Social Services Administration (FSSA) involving day care center inspections. The number of day cares is on the rise and it became difficult for the Marshal's inspectors to keep up with the workload while fulfilling other statutory require-

ments. FSSA is now providing seven new inspectors who focus entirely on day care.

Speaking of workloads, the Indiana Department of Education recently reduced the accreditation cycle of schools from five years to three. Since a fire inspection is part of the process, the OSFM had to scramble to meet the new demand. With careful planning and a lot of work, it was mission accomplished.

Finally, sales of the "Hoosier Safety" license plate continue to do well. The popular plate has now

topped \$1 million in revenue since it was introduced in 2000. As money comes in, money goes out. Departments and agencies throughout the state have benefited from the plate. The Emergency Management, Fire and Building Services and Public Safety Training Foundation has helped buy everything from air packs and defibrillators to computers for training, public education and incident management. My heartfelt thanks go to everyone who has purchased a plate and

contributed to this worthy endeavor.

I am pleased to present to you the State Emergency Management Agency/ Department of Fire and Building Services/Public Safety Training Institute 2004 Annual Report.

Sincerely,



Luther J. Taylor, Sr.,  
Executive Director  
State Emergency Management Agency  
Department of Fire and Building Services  
Public Safety Training Institute Foundation

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# MISSION STATEMENT

We commit ourselves to ensuring the safety of the public. To that end, we will provide service and conduct business efficiently, honestly, cordially, ethically and in an atmosphere of mutual cooperation and trust.

We will be leaders in providing a safe and productive work environment for each other, in which we all will experience a balance of autonomy and teamwork, while promoting mutual respect, open communications, accountability and personal growth.





# EXECUTIVE STAFF

Since 1990, the State Emergency Management Agency (SEMA), the Department of Fire and Building Services (DFBS) and the Public Safety Training Institute (PSTI) have been joined to coordinate activities which protect the public peace, health and safety and preserve the lives and property of the people of the state of Indiana. This union allows SEMA/DFBS/PSTI to efficiently provide a wide range of public safety services including emergency management, emergency medical services, homeland security, building safety and fire protection as well as professional safety training.

The SEMA/DFBS/PSTI executive staff represents a wealth of experience and training in the aforementioned modes of public safety. Through this team's guidance, the agency is fast becoming acknowledged by the citizenry of Indiana and beyond as a reliable and responsive public safety leader.



*Standing, left to right: Michael S. Garvey, Deputy Director, Emergency Medical Services; William Teeguarden, Administrative Law Judge; Bradley S. Gavin, General Counsel; Lester C. Miller, Deputy Director, Homeland Security; Ivan Nevil, Fire Marshal, Office of the State Fire Marshal; Steve Schulz, Building Commissioner, Office of the State Building Commissioner; Phillip K. Roberts, Deputy Director, Emergency Management; Alden Taylor, Director, Public Information.*  
*Seated: Pam Schmalfeldt, Assistant to the Executive Director; Luther J. Taylor, Sr., Executive Director; Fran Reiley, Director, Administrative Services.*

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# FOUNDATION

**Thomas E. Adams, Chairman**

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The Emergency Management, Fire and Building Services, and Public Safety Training Foundation consists of 15 voting members, appointed by the governor, and four non-voting advisory members, two appointed by the leadership of the Senate and two appointed by the leadership of the House.

Each congressional district is represented, with no more than five from any one political party. Other board members are the Executive Director of the Indiana State Emergency Management Agency/Department of Fire and Building Services, State Fire Marshal, State Building Commissioner and State Emergency Management Agency deputy directors for Emergency Management and Emergency Medical Services.

The Indiana General Assembly created the Foundation in 1999. Its signature “Hoosier Safety” license plate went on sale in January 2000. For each plate sold, \$25 goes to the foundation and \$15 to the Bureau of Motor Vehicles to cover administrative costs. Since the plate was first issued in January 2000, more than 1.6 million dollars has been raised for public safety related projects. Money raised through license plate sales is divided into five funds. Twenty-two and one-half percent to emergency management, twenty-two and one-half to fire services, twenty-two and one-half percent to building services, twenty-two and one-half percent to emergency medical services, and ten percent to the stewardship fund to promote sales of the plate.

Sales figures from the Bureau of Motor Vehicles put it in seventh place out of the 44 Special Recognition License Plates issued by the state of Indiana.

The Emergency Management, Fire and Building Services and Public Safety Training Foundation earned \$335,000 from the sale of license plates in 2004. That money is being used to make Indiana a safer place to live. Projects approved by the foundation include: training aids, publications, seminars, and emergency equipment for first responders statewide; emergency foundation work on a building used as a shelter; computers for planning, training, and response. Currently there are three prefixes available for the license plate, SH (Safe Hoosiers) and FS (Fire Service), and EM (Emergency Management or Emergency Medical).

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# COMMISSIONS

**Emergency Medical Services Commission - Rodney Coats, Chairman**

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The Indiana Emergency Medical Services (EMS) Commission was formed by the General Assembly in 1974. As stated in its enabling legislation, the commission is responsible for the establishment and maintenance of an effective system of emergency medical services. This includes the necessary equipment, personnel and facilities to ensure that all emergency patients receive prompt and adequate medical care throughout the range of emergency conditions encountered.

The commission works to meet this mandate through the provision of consultative services; promotion of training for emergency medical personnel; education of the public in first aid techniques; and coordination of emergency communications resources. The EMS Commission is also responsible for the regulation, inspection and certification of services, facilities and personnel engaged in the provision of emergency medical services. The commission must promulgate necessary administrative codes (rules) in order to fairly, equally and consistently regulate Indiana’s prehospital emergency medical care system.

The EMS Commission is comprised of 11 individuals appointed by the Governor. Title 16, Chapter 31 of the Indiana Code specifies the following categories be represented: a volunteer fire department that provides ambulance service; a full-time municipal fire or police department that provides ambulance service; a nonprofit provider of emer-



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## COMMISSIONS (Cont.)

gency ambulance service organized on a volunteer basis other than a volunteer fire department; a provider of private ambulance services; a state-certified paramedic; a certified emergency medical technician; a registered nurse who works in an emergency department; a licensed physician who has primary interest, training, and experience in emergency medical services; a chief executive officer of a hospital that provides emergency ambulance service; and a member who is not affiliated with the provision of emergency medical services and who is tasked with representing the public at large. Currently serving on the commission are Timothy Davie, Rodney Coats, Dr. Doyle Yeager, Bill Hufford, Melanie J. Craigin, Timothy Sandy, Gary Miller, Dr. Michael Olinger, Myron Mackey, Carol Sublett and Michael Seaver, RN. SEMA's Executive Director, Luther J. Taylor, Sr., serves as the commission's executive secretary. As such, he is responsible for hiring the necessary personnel to perform the administrative responsibilities of the Indiana EMS Commission.

The Indiana Emergency Medical Services Commission continues to review, revise and adopt new Administrative Codes to keep Indiana's emergency medical services system current with updated trends and treatment modalities. The Commission continues to strive to maintain a rule package that keeps Indiana's emergency medical service providers operating in an efficient and effective manner.

EMS personnel, providers and all interested Hoosiers have a great deal of influence in Indiana's emergency medical services system through public meetings of the commission and its advisory committees. Three standing committees review issues, receive public input and make recommendations to the commission. Those committees are the Education, Operations and EMS for Children Advisory Committees. Each of these committees meets on an as needed basis to review commission assigned topics relating to their areas of expertise. This year saw the continued efforts of two specialized workgroups to address specific issues facing emergency medical service providers.

In addition, the Commission maintains an active Data Registry Task Force to review the status of implementation and develop plans for the future of the Commission's data collection initiatives. The task force membership represents the Indiana EMS Commission, the EMS staff, and Indiana EMS Providers. Under HIPAA guidelines, the task force is investigating possibilities that will make the EMS Provider monthly run reporting process more efficient. Toggle buttons for different EMS runs (cancelled, convalescent, and emergency) have been added to computer software for more efficient data entry. A SEMA/EMS web site for EMS run report/query for public inquiry was instituted. An automated report that is generated by the state data registry creates multiple-formatted PDF reports that are entered onto the SEMA/EMS web site. A "No Patient" button has expedited data entry for some EMS services. The web site pages and PDF-formatted reports are currently under construction with expected completion in the first quarter of 2005. During 2004, the task force reviewed, drafted, and coordinated additional upgrades and procedures with the EMS Commission, EMS Providers, and the state's software vendor.

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### **Fire Prevention and Building Safety Commission – Howard Cundiff, Chairman**

Included within this 19-member commission are the state health and labor commissioners and a representative of each of the following disciplines: paid and volunteer fire departments, fire insurance industry, manufactured housing industry, field of fire protection engineering, building contracting, one and two-family dwelling builders, registered architects, heating/ventilation/air-conditioning/plumbing industry design or construction of regulated lifting devices, local building commissioners, regulated amusement devices industry, industry knowledgeable in accessibility requirements,

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# COMMISSIONS (Cont.)

owners and operators of underground and aboveground motor fuel storage tanks, dispensing systems, and the masonry industry. The State Building Commissioner and State Fire Marshal are non-voting members of the Commission.

The duties of the Commission, as set forth in Indiana Code 22-12 and 22-13, are to adopt a statewide code of fire safety laws and building laws, review the fire safety laws and building laws adopted in the ordinances of political subdivisions, grant or deny requests for variances from the rules of the Commission and, when requested, review orders issued by political subdivisions and conduct administrative hearings to uphold, modify or reverse local and agency orders.

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## Indiana Emergency Response Commission – Luther J. Taylor, Sr., Chairman

The Indiana Emergency Response Commission (IERC) consists of 13 members appointed by the Governor who represent local and state government, industry and the public. The commission is chaired by the director of the State Emergency Management Agency and vice-chaired by the commissioner of the Indiana Department of Environmental Management. The creation of the IERC was mandated by the Superfund Amendment and Reauthorization Act (SARA) Title III, the Emergency Planning and Community Right-to-Know Act (EPCRA) of 1986. It is charged with maintaining Title III records in Indiana, as well as with supervising and coordinating the activities of Indiana's 92 local emergency planning committees (LEPC).

The LEPCs are composed of elected state and local officials, representatives from law enforcement, emergency management, firefighting, emergency medical services, health, local environmental management, hospital management, transportation, broadcast and print media; community groups; and owners and operators of facilities storing and using Title III chemicals.

Each LEPC is charged with developing an emergency response plan to deal with accidental chemical releases from Title III facilities in its county and with making available to the general public chemical information submitted by those facilities. The LEPCs are funded through EPCRA under Indiana Code (IC) 6-10.

The IERC operates under the authority of IC 36-7-36 and IC 36-7-37. The commission meets bi-monthly and acts upon the recommendations of its six committees: policy, legislative, training, fiscal, communications and technical, each of which is chaired by a commission member.

The Commission provides the LEPCs with the IERC Policy Manual in both electronic and CD-ROM format. In addition, the manual is made available on the IERC home page. Also, in 2002, electronic filing was initiated, enabling facilities to submit their annual Tier II reports using the Internet. The Commission continued a Memorandum of Understanding with the Indiana Department of Environmental Management and the State Emergency Management Agency to outline the responsibilities of each agency with regard to the Emergency Planning Community Right To Know Act.

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# BOARDS

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## Public Safety Training Institute Board – Luther J. Taylor, Sr., Chairman

The members of the Public Safety Training Institute (PSTI) Board of Directors provide guidance and direction to PSTI's mission of ensuring that training for Indiana's responders is among the best in the United States.

Because of the wide variety of public safety disciplines, such as firefighting, emergency management, environmental management, fire and building inspections, emergency medical services and other public safety activities, the 10 member

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# BOARDS (Cont.)

board is comprised of representatives who can provide a full spectrum of expertise. The board consists of five officials from state government: the executive director of the Department of Fire and Building Services, the chair-person of the Board of Firefighting Personnel Standards and Education, the deputy director of the State Emergency Management Agency, the commissioner of the Department of Environmental Management, and the State Fire Marshal. The board is completed with five individuals appointed by the Governor: a paid firefighter, a volunteer firefighter, a public safety employee who is not a firefighter, a municipal or county building inspector and a member of the medical profession. Members serve four-year terms, as long as they hold the same position, office or occupation that qualified them for their original appointment. Members may be reappointed in the same manner they were selected. Board members oversee the operations of the five PSTI Academies: Emergency Management, Emergency Medical Services, Hazardous Materials, Fire, and Search and Rescue.

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## **Regulated Amusement Device Safety Board - B. D. Fuller, Chairman**

Subject to the approval of the Fire Prevention and Building Safety Commission, the Regulated Amusement Safety Board is responsible for adopting rules under Indiana Code 4-22-2 to create equipment laws applicable to the regulation of amusement devices. The board has 11 members appointed as follows: chief inspector of the OSBC's Elevator/Amusement Safety Division; a representative of an insurance company; a carnival owner; a representative of a state or county fair organization; a representative of a manufacturer of regulated amusement devices; a representative of an amusement park; a representative of a festival or event organization; a professional engineer; and three individuals who represent the general public. One of these three individuals is appointed by the Governor and the other two are appointed by the Speaker of the House of Representatives and the President Pro Tempore of the Senate. The board is required to meet at least biannually.

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## **Boiler and Pressure Vessel Safety Rules Board - Charles Tilleman, Chairman**

The Indiana Boiler and Pressure Vessel Safety Rules Board was established through Indiana Code 22-12-4. It consists of 10 members who represent regulated entities, six of whom must be professional engineers registered in Indiana.

The board is responsible for the consideration of requirements that are incorporated into the Indiana Administrative Rules (IAC) at Title 680. The board also considers requests for variance from those rules.

The complex nature of engineering requirements associated with boiler and pressure vessel construction necessitates that engineers serving on the board are familiar with the specific requirements of the standards they adopt. These requirements form the basis for extending rules to include requirements for installation, inspection, repair and alteration of regulated equipment.

Issues related to free trade in a "globalized" economy will prompt the rules board to consider expanding its adoption of standards to include those initiated by foreign entities. Consequently, the role played by this board in the future of Indiana will be significant.

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# BOARDS (Cont.)

## **Board of Firefighting Personnel Standards and Education - Paul Covington, Chairman**

The BFPSE has the responsibility for establishing the rules and regulations for voluntary training for fire service and, for some specialized training, non-fire service personnel in Indiana including setting criteria for certification of firefighters at different levels of education within the state. The Board has taken a very pro-active approach to fire service training and has placed Indiana in the forefront of certifications offered.

The board consists of 11 voting members. The Governor appoints nine individuals as voting members of the board, each to serve a term of four years. The state fire marshal and the executive director of the Public Safety Institute also serve as voting members of the board. The board must include these appointed members: 1) two fire chiefs; 2) two individuals who are not fire chiefs but are officers of a fire department; 3) two members of a fire department who are not officers, but have at least 10 years of fire protection service; and 4) three citizens who are not members of a fire department. The Board may grant or deny requests for variances from their rules and conduct administrative hearings.

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# LEGAL AFFAIRS

## **Administrative Law Judge - William Teegarden**

It is the charge of the administrative law judge to provide promptness and consistency in legal decisions. These decisions have been indexed to provide a precedent for future, similar matters and may be accessed from the websites of the Building Commissioner, Fire Marshal, and Emergency Medical Services Agency. The administrative law judge hears cases that arise before the Fire Prevention and Building Safety Commission, Emergency Medical Services Commission and the Board of Firefighting Personnel Standards and Education. Both the administrative law judge and the general counsel are assisted by a certified paralegal.

During 2004, the administrative law judge disposed of 68 cases, writing decisions in ten of them. There were 85 new cases in 2004 with 66 from the Fire Prevention and Building Safety Commission, three from the Board of Firefighting Personnel Standards and Education, seven from the Emergency Medical Services Commission and one referral for Fact Finding from the Fire Prevention and Building Prevention Commission.

The administrative law judge is also the SEMA representative for purposes of the Interagency Agreement on Mediation. Mediations have been conducted for the Natural Resources Commission and the State Board of Tax Commissioners.

## **General Counsel - Bradley S. Gavin**

The Office of the General Counsel serves as legal counsel to the State Emergency Management Agency (SEMA), the Department of Fire and Building Services (DFBS), and the Public Safety Training Institute (PSTI). The Office of the General Counsel also serves as agency counsel for the Emergency Medical Services Commission, the Emergency Response Commission, the Boiler and Pressure Vessel Rules Board, the Regulated Amusement Device Safety Board, the Public Safety Training Board, the Indiana State Hazard Mitigation Council, and the Indiana Emergency Management, Fire and Building Services, and Public Safety Training Foundation.

The Office of the General Counsel represents the agencies in administrative litigation and enforcement proceedings. The Office of the General Counsel advises on permitting and other licensing matters, assists in rule making and legislative efforts, assists in drafting and negotiating agency contracts and grant agreements and provides counsel and representation in agency personnel matters.

## 2004 Organizational Chart



**LUTHER J. TAYLOR, Sr.**  
*Executive Director/SEMA/DFBS  
 Chairman of the Board/PSTI  
 Indiana Emergency Management, Fire  
 and Building Services, Public Safety  
 Training Foundation*

**PAM SCHMALFELDT**  
*Administrative Assistant*



**LESTER C. MILLER**  
*Deputy Director  
 Homeland Security*



**BRADLEY S. GAVIN**  
*General Counsel*



**FRAN REILEY, CPA**  
*Director,  
 Administrative Services*



**ALDEN TAYLOR**  
*Director,  
 Public Information*

### STATE EMERGENCY MANAGEMENT AGENCY

### DEPARTMENT OF FIRE AND BUILDING SERVICES



**PHILLIP K. ROBERTS**  
*Deputy Director  
 Emergency Management*



**MICHAEL S. GARVEY**  
*Deputy Director  
 Emergency Medical Services*



**IVAN NEVIL**  
*Fire Marshal  
 Office of the State  
 Fire Marshal  
 Investigations  
 Hazardous Materials  
 Inspections  
 Underground Storage Tank  
 Plan Review*



**STEVE SCHULZ**  
*Building Commissioner  
 Office of the State  
 Building Commissioner  
 Code Enforcement  
 Elevator/Amusement Device  
 Safety  
 Boiler & Pressure  
 Vessel Safety  
 Plan Review*

*Preparedness  
 Operations  
 Mitigation/Recovery  
 Technological Hazards  
 Special Programs*

*Planning  
 Special Programs  
 Confidential Complaints  
 Operations  
 Data Management*

**WILLIAM TEEGUARDEN**  
*Administrative Law Judge*

**JOHN WEESNER**  
*Director  
 Technical Services &  
 Research & Education & Information*

### PUBLIC SAFETY TRAINING INSTITUTE

Emergency Management Academy

*Heather Stegerman*

Search and Rescue Academy

*Lillian Hardy*

Hazardous Materials Academy

*Randy Wood*

Fire Academy

*Jerry Schneider*

Emergency Medical Services Academy

*Tony Pagano*



## EMERGENCY MANAGEMENT

### Operations

#### General

Due to increased Homeland Security issues, the Operations Division has had an extremely busy year. While meetings and coordination activities increased to meet security needs, the daily activities of the operations staff in general also increased.

#### Emergency Operations Center

Over the last year, 39 computers were replaced and emergency management unique software was added to the system. Several training sessions were conducted to familiarize agency staff with the use of the new software. A Geographical Information System computer and map printer were also installed this year.

The security card system was upgraded and one camera for the secure room was added. Due to the uncertainty of today's world, the secure room was used several times this year for homeland security related issues.

Three security alarm tests and one unannounced federal inspection were conducted this year and all went very well. The only pressing issue still open is



# SEMA

## State Emergency Management Agency



**EMERGENCY MANAGEMENT EXECUTIVE STAFF:** (Left to Right)  
*Dave Crose, Technological Hazards Division Director; Manuela Johnson, Special Programs Division Director; Phil Brown, Mitigation/Recovery Division Director; Dave Perkins, Operations Division Director; Phil Roberts, SEMA Deputy Director; Brad Thatcher, Preparedness Division Director*

the limited number of persons cleared to operate within the restrictions of the room.

The Emergency Operations Center (EOC) staff conducted four county visits and three Emergency Task and Response Tracking System (TracSys) training sessions to local jurisdictions and hosted 63 EOC visits and meetings. The Governors Conference

Room was used for 27 meetings.

There were nine EOC activations this year resulting in 796.2 man hours. This is less than one third of the man hours accumulated last year for activations; however the man hours in the field for response, mitigation and recovery far exceeded the 2003 figures. These times do not include the hours associated with

use of the Governors Conference room.

Three exercises were conducted in the EOC in support of 1<sup>st</sup> Army, Department of Health and the Chemical Stockpile Emergency Preparedness Program.

EOC staff members also coordinated the move from our old storage area at Central State Hospital to



the new storage area on the east side, and assisted with the replacement of the EOC flooring.

**Field Operations**

The Field Coordinators conducted 2,750 site visits assisting with program requirements, public officials meetings and support to numerous terrorism programs. The coordinators also attended 28 exercises and 12 training sessions.

Emergency or disaster responses created by tornados, flooding and plane crashes totaled 38 this year. Follow-up work lasted several months.

Field staff participated in a Global Positioning System training session and exercise that involved several agencies. Radio Amateur Civil Emergency System (RACES) volunteers also took part in the exercise.

**Communications**

New consoles and equipment were installed this year in the dispatch area and additional homeland security software was installed to improve information sharing and incident reporting.

Dispatch traffic was heavy this year. Over 30,000 calls related to emergency management, along with other routine traffic, were received. The

following is a breakdown of after-hours calls in support of other agencies:

IDEM	1,186
Arson	438
HazMat	13
SFMO Other	17
K-9/SAR	7
MDI	29
DNR	156

In addition to the above, the Operations Division Director received over 250 after-hours and weekend calls at his residence from Federal, State and local officials.

The communications section programmed 125 mobile and 148 portable radios this year for the Hoosier Safety 800 Megahertz program.

We lost two RACES personnel this year, leaving us with 21 members. However, according to folks in the Central United States Earthquake Consortium, and other states, it appears that Indiana has one of the largest if not the largest state RACES membership in the country.

**Technological Hazards**

The mission of the Technological Hazards Division is to protect the citizens of Indiana from any technologically related incident. Members of the division serve on the

Southern States Energy Board, the Transuranic Transportation Working Group for Low Level Radioactive Waste and the Midwest Radioactive Materials Transportation Committee, which represents 12 Midwestern states on issues regarding nuclear power plants in the United States.

The division is also involved with the Indiana State Board of Health in planning for radiological incidents. All transportation of radioactive materials is tracked by the SEMA communications center, using Transcom, a national system operated by the Department of Energy.

The division also performs administrative duties for the Indiana Emergency Response Commission.

**Hazardous Materials Hazardous Materials Training Program:**

Through the federally funded SARA Title III program, hazardous materials (hazmat) training was provided to 158 emergency responders in 2004. Since 1989, 17,378 hazmat responders have been trained through this program

Some of the training courses presented are: First Responder Hazmat Technician, Operating Site Prac-

tices, Hazmat Decontamination, Hazmat Technician refresher, Hazmat Operations, Incident Command, Hazmat Medical Technician, Hazmat Chemistry, Hazmat Contingency Plan Exercise, Computer-Aided Management of Emergency Operations (CAMEO), and Train-the-Trainer.

**Hazardous Materials Emergency Preparedness Grant Program:**

The Hazardous Materials Emergency Preparedness Grant Program (HMEP) provided training and planning funding to Indiana's 91 Local Emergency Planning Committees.

**SARA Title III Field Coordinators**

The activities of the 91 Local Emergency Planning Committees (LEPCs) in Indiana are coordinated by 2 field coordinators. The respective territorial responsibilities of the LEPC field coordinators can roughly be categorized into the northern and southern halves of the state. This territorial grouping does not affect the ability of an LEPC to access the expertise of either field coordinator. It has also given LEPCs a sense of ownership, equality, and effective representation in their management by the Indiana Emergency Response Commission (IERC).

The field representatives have been a part of LEPC management since 1997. The primary responsibilities of these coordinators have been defined as follows:

- Provide a link between the IERC and LEPCs
- Identify the existing status of all the LEPCs
- Provide assistance to resurrect, maintain and /or sustain all LEPCs
- Identify functioning/nonfunctioning LEPC operational systems
- Provide technical workshops to facilities and LEPCs on SARA Title III electronic notifications and CAMEO

To date, the field coordinators have diligently addressed these responsibilities. In 2002, two LEPC Counties merged and became a LEPC Planning district. The new district is called the Washington-Orange County LEPC District. This new LEPC Planning district is the first of its kind and is working very well. As a result, the number of compliant LEPCs-54 out of 92 in 1997 – has risen steadily each year to 80 out of 91. The field coordinators anticipate that this number will continue to rise. In 2000, the field coordinators were tasked with reviewing the LEPC Hazardous Materials Plans. In addition to facilitating an effective LEPC plan based

on the National Response Team's hazardous materials planning guide, this task was to accomplish the following:

- Provide a face-to-face plan-review process
- Provide on-the-spot feedback on the plans
- Eliminate duplications in the current plans where applicable
- Promote a sense of plan ownership by LEPC members

All of these plans have been reviewed by the respective coordinators and LEPCs have received comments on their plans. The field coordinators anticipate that annual LEPC plan updates will address the comments derived from the plan reviews. The field coordinators are also certified CAMEO instructors and have been offering hands-on training opportunities (workshops) to officials/members of LEPCs, EMAs, fire departments, hazmat teams, and other emergency response organizations that may benefit from using CAMEO. The duration of these hands-on training workshops are between four and eight hours and are designed to meet the specific needs of the participants. Participants have the option of selecting individual and/or group sessions to fit their day-to-day activities. To date, the field coordinators have

introduced/trained over 150 emergency response personnel in the use of CAMEO. Since CAMEO is an important and useful tool in the development of the LEPC Hazardous Materials Plan, the training workshops will be provided as quickly as the requests are received. Coordinators will continue to provide the training workshops for as long as the need exists.

Through the field coordinators, a stronger link has been established between the LEPCs and the IERC. As a result of this link the IERC can meet its goal of bringing non-compliant LEPCs to compliant status and sustaining all compliant LEPCs.

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### **CSEPP**

The Chemical Stockpile Emergency Preparedness Program (CSEPP) is a comprehensive program which addresses the storage, threat and eventual safe destruction of nerve agent VX stored at the Newport Chemical Depot (NECD) in Vermillion County, Indiana.

The Indiana Department of Environmental Management (IDEM) and the Army have agreed that the neutralization facility may operate under existing Resource Conservation and Recovery Act (RCRA) regulations that allow

treatment in tanks and containers without a permit.

IDEM will continue to monitor and oversee the Newport Chemical Agency Disposal Facility during construction and operations. Operating under RCRA without a permit eliminates the administrative requirements of permitted operations, but continues to ensure protection of the environment.

The Army's neutralization process will destroy the VX on-site using sodium hydroxide. Disposal of the neutralization byproduct, hydrolysate, is currently under study. Public meetings will be held by the Army to present to the public the various options the Army is considering at this time.

The Newport Chemical Depot Demilitarization Facility is complete and ready for operations.

Training within CSEPP is critical since without proper training emergency response personnel may not develop the requisite skills or obtain the necessary knowledge to plan for and respond to an accident/incident at NECD. Training is an essential emergency activity for all types of emergency response efforts. Training for CSEPP must be performance-based; that is, it must be tailored to: (1) the different functions identified in the

emergency operations plan, (2) the characteristics of the personnel who will implement those functions, and (3) the environment in which the response will take place.

CSEPP responders are grouped according to their jobs and responsibilities, such as; firefighters (decontamination), law enforcement (traffic control points, access control points, population control), emergency medical services (first aid, transportation of the injured), and hospital personnel (emergency and in-patient treatment). They are thoroughly trained in CSEPP response by the SEMA Exercise and Training staff. Four courses are offered for a person to be a qualified CSEPP Responder. They are: (1) CSEPP Chemical Awareness, (2) Agent Characteristics and Toxicology, First Aid Special Treatment (ACTFAST), (3) Response Phase Decontamination, (4) Personal Protection Equipment (PPE) and (5) Use of Auto-Injectors (Mark 1 Kits). At the present time we have 294 persons qualified as CSEPP Responders. Each responder is equipped with a Level B Chemical suit that is suitable for protection against vapor exposure from a chemical such as VX.

Of those 294, 102 are Indiana State Police

Officers trained in CSEPP Chemical Awareness, ACT FAST and PPE. The Superintendent of the Indiana State Police, recognizing the importance of law enforcement participation in this capacity, volunteered these troopers for support in the case of an unlikely accident/incident at the Newport Chemical Depot.

Outdoor warning sirens and indoor alert system (IAS) radios are two elements of the CSEPP alert and notification program. Three additional outdoor warning sirens have been installed in Parke County. An additional five sirens are planned for Vermillion County. Also being planned is the replacement of the oldest outdoor warning sirens in Parke and Vermillion counties. Those sirens were purchased and installed in 1994 and are experiencing higher maintenance costs and reliability issues. The IAS radios have been purchased and installed in homes and businesses in areas of Vermillion, Parke and Fountain Counties. The IAS radio also features the NOAA weather radio frequency that alerts citizens to severe weather conditions in their area.

The CSEPP community's 800 MHz radio system has been enhanced this year with the

purchase of additional radio equipment in Vermillion, Parke and Fountain counties.

The Citizens Advisory Commission (CAC) has been meeting quarterly and is closely monitoring the progress of the chemical demilitarization facility at the NECD. Presentations have been made to the CAC by officials from the Army's Program Management for Chemical Demilitarization on the speedy neutralization process being funded for the Newport site.

The public education program of CSEPP has expanded into a new media campaign. The Ready, Set, Act theme will be used at the Newport Community site for a public affairs campaign. This theme will be used throughout the campaign in radio and newspaper advertising. Coloring books, magnets and stickers have also been purchased to distribute throughout the Newport community of Fountain, Parke and Vermillion counties. Public Information Officers (PIOs) also continue to provide informational briefings in the CSEPP community. Schools, nursing homes, community centers, business organizations and others have been visited by our local PIOs. Topics of discussion include alert and notification systems,

evacuation procedures, sheltering in place, home emergency supply kits and general emergency management and disaster information. The popular annual CSEPP calendar is available throughout the CSEPP community and features artwork from elementary students in Vermillion, Parke and Fountain counties.

Citizens are always welcome to visit the Army's Public Outreach Office located in Newport, Indiana to ask questions and review documents pertaining to demilitarization of the nerve agent VX. The Outreach Office marks its seventh year in operation.

As always, the goal of the Chemical Stockpile Emergency Preparedness Program is to provide maximum protection for the lives, property and environment of the citizens of Indiana.

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## **Radiation Programs Branch**

### ***Emergency Response to Radiological Materials Accident Training:***

The Radiation Programs Branch continues to be proactive in preparing local agencies to respond to radiological transportation emergencies. Since June 1999 over 6,550 railcars have safely transited the state, carrying tons of low level radioactive waste to Utah and Nevada.



Since 2003, radiological awareness level training was held in over 36 different counties during 38 training sessions. There have been approximately 625 responders trained, including personnel from local fire, police, county sheriff departments, emergency medical service, emergency management agencies, hospitals, health departments, and Local Emergency Planning Committees (LEPCs).

In addition to the training sessions, the Director of the Radiation Programs branch served as the agency representative to the Purdue Homeland Security Institute advisory board and as the co-chair of the Ad Hoc Committee on Radiological Terrorism Issues. The meetings have allowed him an opportunity to exchange information with other groups of individuals interested in issues related the transportation of radioactive waste. These meetings have also allowed the Radiation Programs Branch to gauge what public reaction might be when the high level radioactive waste begins to be shipped in the next ten years, and to plan for a much more aggressive public awareness and training program.

Finally, the Radiation Programs Branch, has established a process of

collecting fees created by legislation for the transport of low level radioactive material through the state.

The branch has received nearly \$335,000 in grants from the Department of Energy, to purchase equipment and provide training for responders along the transportation routes.

### ***Radiological Emergency Preparedness (REP) Program:***

The primary mission of the Radiological Emergency Preparedness Program is to plan Indiana's response to a nuclear power plant accident or incident in the unlikely event that one of the four nuclear power plants near it's northern border has a problem. If Dresden or Braidwood in Illinois, or D.C. Cook and Palisades in Michigan, have an inadvertent release of radioactive materials, the Indiana Ingestion Pathway Plan will protect Hoosiers in 11 northern counties from consuming contaminated food.

The Indiana REP Program continues to train Ingestion Pathway Sampling Team personnel from 12 state agencies and nine local emergency management agencies and health departments. More than 120 of these trained responders, both paid and volunteer professionals, will



***Flooding in Kokomo - Howard County Indiana***

assist in protecting the citizens of any Indiana county affected by a nuclear power plant accident.

The REP outreach program continues to grow. It provides Ingestion Pathway presentations to public officials, including fire chiefs, police chiefs, emergency management directors, and elected officials. These presentations provide the officials with detailed information on how to make decisions that will best protect their citizens and constituents in case of a radiological emergency.

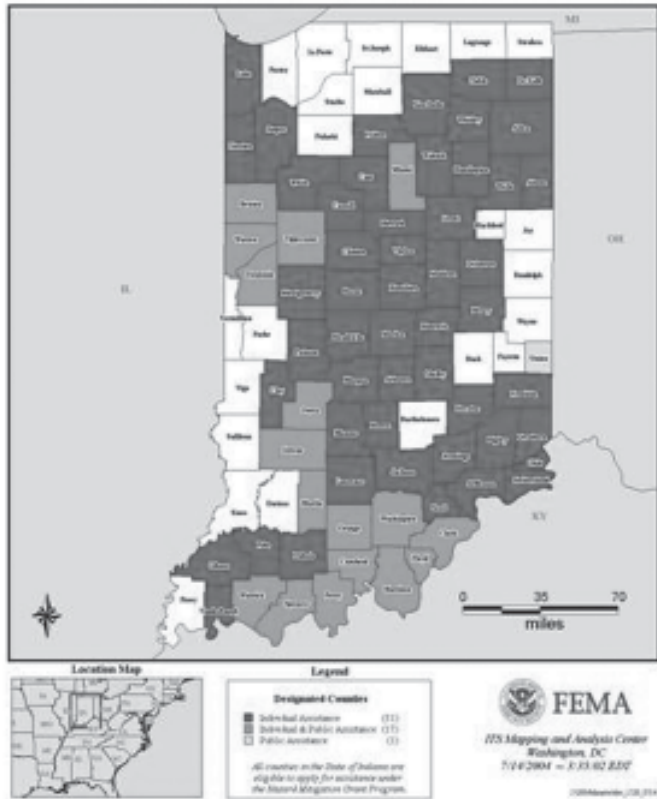
The REP Program continues to be a part of the Indiana Terrorism Task Force, providing technical assistance to the members of the task force on nuclear or radiological weapons of mass destruction and suggested response to acts of terrorism.

### **Mitigation/Recovery**

The Mitigation and Recovery Division is responsible for two areas: *mitigation activities* – which reduce or eliminate the threat or effect of a known hazard and *recovery operations* – which analyze the damages sustained as a result of a disaster, determine the appropriate methods of assisting individual victims, not for profit organizations and local governmental units, repair damages to pre-disaster conditions; and administer mitigation and/or recovery programs as required.

Division staff conducted preliminary damage assessments for both individual assistance and public assistance needs throughout the state. As a result, Federal Disaster Assistance Programs were made

**FEMA-1520-DR, Indiana  
Disaster Declaration as of 7/14/2004**



***Graphical representation of the severe storms, tornadoes and flooding that affected Indiana in June 2004***

available to counties under two Presidential Major Disaster Declarations and one US Small Business Administration (USSBA) disaster loan program declaration

At the request of Governor Kernan, the President declared a Major Disaster for the State of Indiana (DR-1520-IN) on June 3, 2004 to assist local governments and residents recover from damages caused by severe storms, tornadoes and flooding that occurred between May 29th and June 25th.

A total of 69 Indiana counties were designated

for Individual Assistance, Public Assistance or both in this declaration. The Declared Counties were: Adams, Allen, Benton, Boone, Brown, Carroll, Cass, Clark, Clay, Clinton, Crawford, Dearborn, Decatur, Dekalb, Delaware, Dubois, Floyd, Fountain, Franklin, Fulton, Gibson, Grant, Greene, Hamilton, Hancock, Harrison, Hendricks, Henry, Howard, Huntington, Jackson, Jasper, Jefferson, Jennings, Johnson, Kosciusko, Lake, Lawrence, Madison, Marion, Martin, Miami, Monroe, Montgomery,

Morgan, Newton, Noble, Ohio, Orange, Owen, Perry, Pike, Putnam, Ripley, Scott, Shelby, Spencer Switzerland, Tippecanoe, Tipton, Union, Vanderburgh, Wabash, Warren, Warrick, Washington, Wells, White, and Whitley. The entire state was designated for Hazard Mitigation. This declaration included both Individual Assistance and Public Assistance with the exception of Union County which was designated for Public Assistance only. USSBA Disaster Loan Program assistance was also provided. A Disaster Field

Office (DFO) was established in Indianapolis.

Severe storms, tornadoes and flooding again hit the state in many of the same counties affected by the earlier disaster. Governor Kernan requested a second Presidential Major Disaster declaration for the State of Indiana as a result of damages sustained beginning on July 3rd continuing through July 18th. The President declared a major disaster (DR-1542-IN) for the State of Indiana on September 1, 2004 for Public Assistance only for 20 Indiana counties. The

**FEMA-1542-DR, Indiana  
Disaster Declaration as of 09/01/04**



***Graphical representation of the severe storms, tornadoes and flooding that affected Indiana in July 2004***

counties designated were: Clark, Clay, Crawford, Daviess, Dubois, Gibson, Greene, Harrison, Martin, Orange, Owen, Parke, Perry, Pike, Putnam, Scott, Spencer, Sullivan, Vermillion, and Warren. e

Division staff performed continuous field duty for nearly four months while assigned to the DFO. Damage assessments and training activities also required additional time in the field. Division staff continues to administer these two disasters as well as three previous disasters.

A USSBA Disaster Loan Program declaration was requested by the Governor for Vanderburgh County as the result of a separate severe weather event. The July event caused by severe storms, contained high winds and heavy rainfall that resulted in urban flash flooding. The USSBA verified the damages and granted their Disaster Loan Program to Vanderburgh and contiguous counties.

### Infrastructure

The Infrastructure Branch spent the year administering the Public Assistance Program for latest Presidential Major Disaster Declarations (DR-1520-IN & DR-1542-IN) and three previous declarations (DR-1418-IN, DR-1433-IN & DR-1476-IN).

Public Assistance was designated for the first

disaster declaration, DR-1520-IN, on June 18th for 18 Indiana counties. The counties were: Benton, Clark, Crawford, Floyd, Fountain, Greene, Harrison, Martin, Miami, Orange, Owen, Perry, Spencer, Tippecanoe, Union, Warren, Warrick and Washington. Several not-for-profit Rural Electric Membership Cooperatives (REMCs) were also heavily damaged in the above counties.

The second disaster declaration, DR-1542-IN, was declared on September 1st for 20 Indiana counties. Due to the nature of the damages, this disaster designated the counties for Public Assistance only. The counties were: Clark, Clay, Crawford, Daviess, Dubois, Gibson, Greene, Harrison, Martin, Orange, Owen, Parke, Perry, Pike, Putnam, Scott, Spencer, Sullivan, Vermillion and Warren. Again the REMCs were heavily impacted in these counties.

The Infrastructure Branch quickly identified suitable meeting locations throughout the stricken areas for both disasters and presented Applicant Briefings for local governments and eligible not for profit organizations. These briefings outlined the Public Assistance Program, familiarized applicants with program requirements, took formal applications for assistance and set appoint-



*Indiana Department of Transportation vehicles are always available for disaster response operations*

ments with Project Officers to meet with applicants.

The Disaster Field Office for both disasters was located in Indianapolis. For DR-1520-IN there were 132 applicants from 18 counties who were provided over 5.6 million dollars in assistance. For DR-1542-IN there were 88 applicants from 20 counties who were provided over 3.7 million dollars in assistance. Ten counties, Clark, Crawford, Greene, Harrison, Martin, Orange, Owen, Perry, Spencer and Warren were included in both disasters.

The Infrastructure Branch continues to provide expert technical assistance to applicants of the current and past disasters. Branch personnel are conducting final inspections and audits of applicants as their projects are completed and closed out.

Training continues to be a high priority. The

Infrastructure Branch developed training materials for the Public Assistance Program Applicant Briefing and Debris Management training. County workshops were conducted, targeting affected local governmental units throughout the disaster area. As a part of the ongoing training effort of the Division, the Infrastructure Branch assisted in the delivery of damage assessment training throughout the state. During the past year two Damage Assessment Courses were conducted as well as two Debris Management Courses. This training provided local government with over 100 trained personnel.

Infrastructure personnel were involved in preliminary damage assessments, terrorism training, EMA Workshops, the annual CSEPP exercise, state-wide exercises, the IEMA



Conference, the FEMA/ State Public Assistance Workshop, and provided assistance to the Operations Division throughout the year.

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### **Human Services**

The Human Services Branch oversees the Individual Assistance programs as administered by FEMA as provided by federal law, PL93-288 as amended by PL 100-707, under Presidential declared disasters. The primary responsibility is to review Other Needs Assistance and resolve issues concerning individual disaster victims.

During 2004, the Branch monitored FEMA Other Needs Assistance programs and maintained liaison with federal individual assistance personnel during two Presidential Major Disaster Declarations. The Branch also served as the State's clearinghouse for individual disaster needs.

DR-1520-IN, designated the 68 counties of Adams, Allen, Benton, Boone, Brown, Carroll, Clark, Cass, Clay, Clinton, Crawford, Dearborn, Decatur, DeKalb, Delaware, Dubois, Floyd, Fountain, Franklin, Fulton, Gibson, Grant, Greene, Hamilton, Hancock, Harrison, Hendricks, Henry, Howard,

Huntington, Jackson, Jasper, Jefferson, Jennings, Johnson, Kosciusko, Lake, Lawrence, Madison, Marion, Martin, Miami, Monroe, Montgomery, Ohio, Orange, Owen, Perry, Pike, Putnam, Ripley, Scott, Shelby, Spencer, Switzerland, Tippecanoe, Tipton, Vanderburgh, Wabash, Warrick, Washington, Wells, White and Whitley for Individual Assistance.

Other Needs Assistance (ONA) and Disaster Housing were disbursed to victims of this disaster. The US SBA awarded disaster loans to affected individuals in the amount of \$ 1,122,300. The Other Needs Assistance Program and the FEMA Disaster Housing Program awarded nearly \$5,000,000 in grants and housing assistance.

The Human Services Branch works closely with FEMA in monitoring the ONA program to ensure that the victims of a disaster are receiving the help they need to recover from the damages to their homes. FEMA takes a more active role in processing cases and the issuance of grant checks. The Indiana Human Services Program Manager (HSPM) works closely with the FEMA Human Services Program Manager to adequately and fairly deal with victims. The HSPM also deals directly with applicants in problem resolution and is their

advocate to FEMA. The HSPM provides further assistance by working closely with the local Indiana Volunteer Organizations. These organizations provide assistance to victims that have needs that are not covered by government programs.

Over the last twelve years Indiana has received assistance in the form of IFG/ONA grants alone of more than \$19.9 million, helping thousands of disaster victims and their families. The grants are awarded to replace necessary household goods, make immediate repairs, and for purchasing other essential items. Grant awards are made for victims that have been denied U.S. Small Business Administration disaster loans (due to inability to repay a loan) to repair damages to the applicant's property and/or replace household items.

Human Services Branch has also been involved in the restructuring of the Indiana Voluntary Organizations Active in Disasters (INVOAD). This is a group of organizations that help with disaster recovery. Organizations such as the American Red Cross, Salvation Army, United Methodist Church, etc., are invaluable in their assistance to disaster victims and their families when needed in our state.

The Human Services Branch has provided instruction to local governments and volunteers in the techniques of damage assessment of homes and businesses. This on-going training effort has been well received throughout the state.

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### **Hazard Mitigation Branch**

*The Hazard Mitigation Grant Program (HMGP)* was designed, in the aftermath of a disaster, to permanently reduce or remove structures from vulnerability to the hazard that prompted the disaster declaration. However, it has evolved into a program that allows communities to reduce their vulnerability to any natural hazard. This program allocates 75% of the total project cost, with the local match being 25%.

As a result of the flood events of July-September 2003 and June-September 2004, the communities have identified approximately 350 structures that were substantially damaged (greater than 40-50% of their market value depending on the local flood ordinance) or because they were built in the floodway they can not be repaired. The State Emergency Management Agency is committed to acquiring the homes of those homeowners who cannot return to their homes.

Eleven communities have submitted applications for acquisition of 178 homes. These projects not only reduce risk to property and the health and safety of the owners; it returns land to green space.

The State has also partnered with seven communities around the state, who were affected by the severe weather of September 20, 2003, to install outdoor warning systems. This will offer citizens advance warning to take cover during damaging storms.

#### ***Pre-Disaster Mitigation Grant Program***

In the year 2001, the Federal government enacted the Disaster Mitigation act of 2000. This legislation changed the amount of funding available to the states post disaster, reducing funding to 7.5% of the total expenditures for disaster recovery. Additionally, all hazard mitigation

planning is now a requirement to secure any mitigation funding. In support of these objectives the Federal Emergency Management Agency (FEMA) has provided funding under the Pre-disaster Mitigation program (PDM) to accomplish these goals. The State of Indiana received planning grants of approximately \$500,000 to assist communities in writing plans. In utilizing this grant, the State has chosen several communities to receive “seed money” to aid them in beginning their mitigation planning process. The State has also used a portion of this money to acquire an Internet based planning tool (Mitigationplan.com) to assist the communities in developing their plans and it allows the State access to plan while in process to provide real-time feed back. This system is now available to all counties and



***Flooding along the St Mary's River in Adams County***

communities which wish to develop all hazard mitigation plans.

Congress, in order to establish an on-going pre-disaster mitigation program, provided additional funds under the PDM grant program. These funds are to be distributed on a nationally competitive grant program. The first round of competitive grants provided \$150 million in funds to States, Local governments, Tribes, and Territories in grants that could total up to \$3 million. Indiana received a statewide planning grant to assist local communities, to provide planning and GIS training to state and local agencies, and to develop a statewide riverine flooding information base for the state risk assessment.

***The Disaster Preparedness Improvement Grant (DPIG)*** is used to prepare for, respond to, recover from, or mitigate against hazards. Histori-

cally, DPIG has been used to assist in the development of emergency action plans (EAPs) and mitigation planning (pre- and post-disaster mitigation plans, recovery plans and training to respond to disasters.

The Mitigation Branch has been working with the Muscatatuck Development Center, Department of Natural Resources (DNR) and the City of North Vernon to develop an EAP for Brush Creek Lake. The lake is located on the grounds of the Development Center and is a backup source of water for the City of North Vernon. After the wet spring, the dam has developed some seepage locations that require monitoring until these problems can be corrected. The dam was stabilized during 2003; however periodic checks especially after heavy or continuous rains are being done, until a permanent



***Eastern Indiana was particularly vulnerable during flooding in both 2003 and 2004.***



solution is found for the problems.

The Mitigation Branch is partnering with DNR and Stueben County Emergency Management, to create and EAP for the Jimmerson Lake Dam (Nevada Mills). This dam has two holes in the spillway of the dam. The community is researching long-term solutions.

## Earthquake Program

On the morning of September 12, 2004, Shelby and surrounding counties were awakened by a magnitude 3.6 earthquake. While no damage was reported, this earthquake showed how vulnerable Indiana is to earthquakes and that they can occur any where in the state with out warning.

In 2004 the Earthquake Program and the State Hazard Mitigation Program contracted with the Indiana Geological Survey at Indiana University to develop a soils map covering the entirety of the State of Indiana. The purpose of the map is to use as an aid to planning. It will also improve the soil data in "Hazards U.S." (HAZUS). Our plan is to continue working with the Indiana Geological Survey to further improve and expand the data.

Again working closely with the Indiana Geological Survey and Indiana Univer-

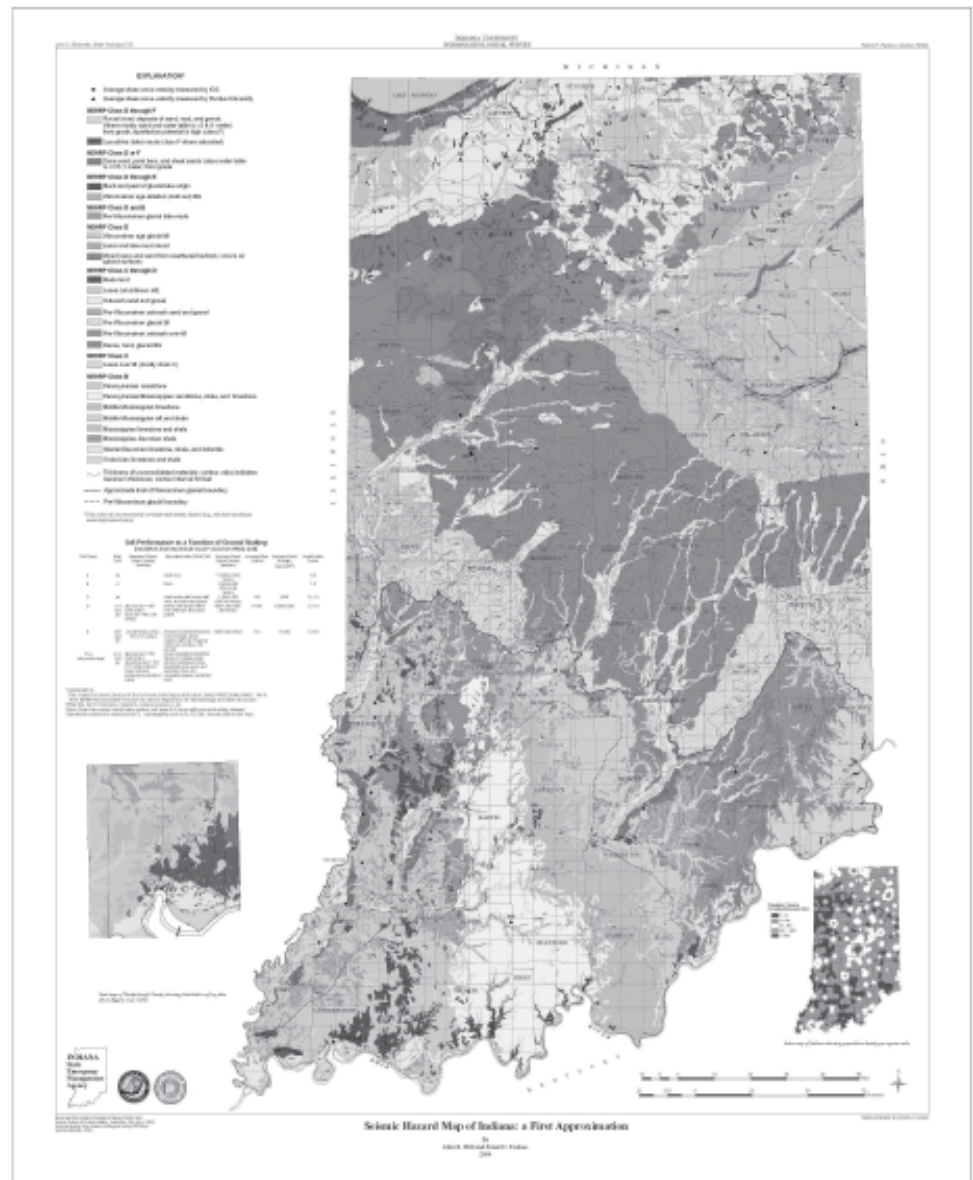
sity, we are in the final stages of developing a video on the earthquake hazard and risk to the State. The video will discuss the earthquake history of Indiana and geological effects as well as preparedness and mitigation measures. Once completed in January of 2005, this video will be provided to all Indiana counties, American Red Cross Chapters. The video will be provided for

the educational presentations to the general public, schools and as an aid for state and local planning efforts.

St. Vincent's Hospital of Clay County and Williamsport received a Hazard Mitigation Grant to perform a non-structural retrofit of their facilities. The safety committees of these hospitals are in the process of doing an analysis of their hospitals to deter-

mine what type of retrofiting will best suit the facility. Once completed, these hospitals will serve as a model for other hospitals in Western Indiana.

In December of 2003, FEMA sponsored training for engineers in the Applied Technology Council-20, Post Earthquake Safety Evaluation of Buildings. Over 30 participants from Purdue University, engineering graduate students, and representatives from



*Seismic Map of Indiana - Indiana University, Indiana Geological Survey*

the private sector participated in this one day training. Since this training, staff from the Mitigation and Recovery Division, Purdue University Department of Civil Engineering and professional engineers from private sector have been in the planning stages of developing the Indiana Structural Assessment and Visual Evaluation program (IN-SAVE). The purpose of IN-SAVE is to develop a cadre of trained volunteer inspectors from the professional engineering community to assist state and local government in post disaster safety evaluation of damaged structures. The goal in the winter of 2005 is to implement the first phase of the IN-SAVE program by training the first class of volunteer inspectors, instructors and coordinators.

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### **Flood Mitigation Assistance (FMA) Program**

This program was established as a result of the National Flood Insurance Reform Act of 1994. The changes to the National Flood Insurance Program (NFIP) were the direct result of the Mississippi Flood of 1993, and the continuing requests of the states to provide pre-disaster mitigation funding. Each of the fifty states and the territories are eligible for funding under FMA based upon the number of flood

insurance policies in effect and insurance premiums coming from each state. Funding is provided as 75/25 matching grants for the acquisition or retrofitting of repetitive structures located in areas of flood risk. The program guidelines require an approved flood mitigation plan and that the structures being acquired have flood insurance policy in force at the time of the acquisition. For the year 2002, Dekalb County used a portion of these funds to continue the ongoing property acquisition project in the Holiday Lakes area. Elkhart County will use FMA funds to develop their All Hazard Mitigation Plans.

As a result of the State-wide flooding that occurred in 2003, and the large number of substantially damaged homes, the State requested and received a special appropriation of \$422,000 in addition to its yearly allotted FMA funds. The State has dedicated all these additional dollars to acquire flood damaged structures. Howard County is using FMA funding from FFY 2003-2004 to acquire four more repetitive loss structures. The City of Fort Wayne also received FMA grant funds to acquire three repetitive loss structures.

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### **Preparedness**

The Preparedness Division has as its primary

mission the establishment of a statewide comprehensive emergency management program, focusing on planning, training, and exercising. This mission is accomplished through a comprehensive and fully integrated system of programs in each of these areas, managed by the division staff and by providing technical assistance in these areas to both state agencies and local jurisdictions throughout the State of Indiana.

The successful implementation of these focus areas provides a foundation which allows the state to sustain its efforts to lessening the affects of, preparing for, responding to, and recovering from natural, technological and manmade emergencies or disasters, to include state and national security threats and acts of terrorism.

During 2004 the division has undertaken several new projects to enhance preparedness programs and activities throughout the state:

- The development of Continuity of Government and Continuity of Operations Plans for elements of state government will serve to ensure that critical services and functions are available to citizens of the State of Indiana during periods of emergencies or disaster
- The development of Strategic Preparedness

Plans by each of Indiana's 92 counties will serve as a roadmap to guide Indiana's counties in the enhancement of local emergency preparedness and public safety programs over the course of the next three years

- The establishment of the Professional Emergency Managers (PEM) program will strengthen preparedness activities at both the state and local levels by raising the standards of training for emergency management personnel statewide

- The expansion of a state sponsored Search and Rescue training curriculum and strengthening of partnerships with other agencies, departments and private organizations at the federal, state and local levels charged with search and rescue responsibilities will enhance public safety throughout the state and

- The development of a Corrective Action Management Program and associated program guidance for use by both state and local agencies and organizations will ensure that areas for improvement identified during exercises and evaluations are actually implemented

In addition to the activities undertaken in each of the focus areas mentioned above, the Preparedness Division staff

successfully launched a new initiative to partner with both public and private institutions of higher education within the state. A conference jointly sponsored by the Indiana Commission for Higher Education, the Independent Colleges of Indiana and SEMA was held which was well attended. As a result of these efforts Indiana has seen the establishment of several certificate program and one associate degree program in Emergency Management/Homeland Security within its colleges and universities. Additional planning and research is currently ongoing to establish other associate and baccalaureate degree programs in the coming year.

The Preparedness Division has played an active role in support of the Military Department of Indiana's (the Indiana National Guard's) development of the Muscatatuck Urban Training Center in Jennings County, Indiana. Designated a joint use facility, the training center will be used by both military and public safety entities to conduct training and exercises to enhance the readiness of the military for missions both at home and abroad while preparing public safety organization for the defense and security of the homeland.

As a companion project to the Muscatatuck Urban Training Center, the division has also worked closely with the Military Department of Indiana on a Joint Simulation Training and Exercise Center located at Camp Atterbury, Indiana. Also designed as joint military public safety use facility, the "Sim Center" will provide Indiana's public safety agencies and organizations with a state of the art facility in which to conduct computer simulated training and exercises for enhancing leadership and decision-making skills with some of the most advanced technology available today.

Finally, through strong cooperative partnerships with the Indiana State Department of Health, the Counter Terrorism and Security Council, the Mid America Public Health Training Center and various other state and local level public health and mental health organizations, the Preparedness Division has been working diligently to ensure Indiana's public health workforce is prepared should a biological event or act of bioterrorism occur.

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### **State Comprehensive Emergency Planning Branch**

The Branch performed an extensive review of the

State's Comprehensive Emergency Management Plan (CEMP), which is scheduled for promulgation by the Governor in March. This was accomplished by conducting a review with each of the individual functions listed in the plan on a rotating basis. One function was reviewed each month which proved very successful, allowing more participation by other state agencies during each functional meeting. The end result was a more efficient and focused work group with higher productivity.

The State completed a baseline assessment under the Emergency Management Accreditation Program (EMAP) and an oversight committee has been established to ensure the completion of all documentation for future accreditation.

Another initiative undertaken during this past year was the development of Continuity of Government (GOG) Plans for the Executive, Legislative and Judicial Branches of state government. As a companion program to the Continuity of Government Plan, the State CEMP Branch is currently working with selected State agencies to develop long term Continuity of Operations (COP) Plans. This ongoing project will ensure that essential governmental services continue in event of an

emergency/disaster. An outside contract for phase one of the programs has been completed and will serve as a "template" for future phases which will be completed in-house.

The State CEMP Branch continues to provide liaison to various committees and organizations in disaster/emergency planning. Included are: Indiana Safe School Program, Indiana Radiological Response Team Committee, State GIS Emergency Management Implementation Committee, Indiana Mitigation Planning Group, State Facility Evacuation Core Committee, Facilities Management Disaster Planning Team, Indiana Voluntary Organizations Assisting in Disaster, Indiana Disaster Mental Health Committee, Indiana Counter Terrorism and Security Counsel, and the Federal Emergency Management Agency Regional Interagency Steering Committee.

Other activities of the Branch include:

- Assisting the Indiana Counter Terrorism and Security Council with research and reports
- Conducting training and orientation for incoming staff
- Participating in training, exercise and workshop activities
- Assisting local emergency management agen-



cies with program requirements, software and hardware automation resources and compliance resources

- Providing Technical Support to all State Agencies for the research and development of various planning issues
- Maintaining documentation for the Emergency Management Performance Grants
- Assisting as a support mechanism for other staff within the Division (and the Agency as a whole) with various projects

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### **Local Comprehensive Emergency Planning Branch**

2004 was a very busy year for the Local Planning Branch of the State Emergency Management Agency. Last year this branch began the very aggressive project of assisting Indiana counties with the transition, development, and use of Comprehensive Emergency Management Plans to coordinate and enhance pre and post-disaster activities for all local jurisdictions. That project was completed in mid-2004, with all 92 counties adopting the CEMP concepts and basic emergency support functions.

2004 also brought about changes in the way we view future projects and manage emergency and disaster incidents. The

buzz-word was NIMS - the National Incident Management System - which was formally adopted by the Department of Homeland Security this past March as the standard of response for all terrorism and naturally occurring events at the Federal level. Homeland Security officials sent guidance down to all states and local jurisdictions with the intent to “ramp up” first responders and senior officials as to the need for NIMS as a national standard. Part of that guidance included the development and implementation of a “preparedness plan”.

The Local Planning Branch in coordination with the Training and Exercise Branches of SEMA developed an outline for a Strategic Preparedness Plan (SPP) and an associated planning guide to assist local jurisdictions with completing the SPP. Additionally, workshops were conducted for local Emergency Management Directors that provided step-by-step instructions for the process of constructing an effective SPP for their respective county.

The SPP is used to outline goals and objectives specific to “preparedness” activities - planning, training, and exercise - for a three year period. Local Emergency Management Directors worked with all of their response agencies to develop a plan that took

into consideration their specific needs and critical projects to promote their public safety programs. As a result of this planning initiative, all Indiana counties are now one step closer to fulfilling the NIMS requirements.

The Local Planning Branch also continued providing technical assistance for planning to local jurisdictions requesting it, and co-presented four Elected and Appointed Officials Workshops to provide information to local Senior Officials on establishing viable and effective emergency management programs. To this end, the Local Planning Branch developed and distributed to all 92 counties, a “Leader’s Guide to Emergency Management”. This document covers numerous topics related to emergency management law, program development, and how emergency management functions in the State of Indiana. The guide was well-received throughout the state and plans are to have the guide on the SEMA website so anyone needing the material can download the information.

Further activities completed by the Local Planning Branch included:

- Presenting a Standard Operating Procedures Course to State Agency Coordinators at the Indiana Government Center

- Assisting with the coordination of the onsite, week-long Emergency Management Accreditation Assessment of the emergency management program for the State of Indiana

- Assisting the State Disaster Mental Health Coordinator with development of a Disaster Mental Health Plan

- Assisting the Training Branch of SEMA with the instruction and delivery of two presentations of the Assisting Persons with Special Needs Course as well as other courses such as the Introduction to Emergency Management Course and the Comprehensive Emergency Management Planning Course
- Supported other projects, training, and programs as directed or required for both State and Local jurisdictions

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### **Special Programs**

The Special Programs Division was established in January of 2004 to address some growing needs within the State Emergency Management Agency. The Division, currently comprised of one person, was established to address cross-programmatic efforts within the agency. During 2004 the Division has been working on three major projects: Emergency



Management Accreditation Program, Development of SEMA Web Page Enhancements, and Distribution of Foundation Grant Funds for County Emergency Management Agencies.

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### **Emergency Management Accreditation Program (EMAP)**

The Emergency Management Accreditation Program (EMAP) is a national accreditation process that accredits State and Local Emergency Management Programs. The Program uses the National Fire Protection Association Standard - NFPA 1600 - (Standard on Disaster/Emergency Management and Business Continuity Programs) as the basis for the accreditation process. In January of 2004, Indiana's State Emergency Management Program was reviewed during a baseline assessment process. Baseline assessments give States a preview of their status under EMAP standards and allow the States to set continuous improvement goals for the Statewide Emergency Management Programs. The Special Programs Division is coordinating the compliance efforts within SEMA and will be working with agencies outside of SEMA that have a role in the

management of emergencies.

For 2004, the compliance efforts have been directed toward SEMA specific documentation needs and planning needs. In 2005, the Special Programs Division will continue to support SEMA staff in completing their documentation and development efforts as well as gathering together state agencies to familiarize them with the accreditation process and their agency's role within the program.

Local Emergency Management Agencies were invited late in 2004 to begin the continuous improvement process of their Emergency Management Programs using the EMAP Standards. Approximately one-third of the local agencies expressed interest in the program and the benefits of using a program such as EMAP to guide the programmatic growth and strategic planning efforts. The Special Programs Division is responsible for assuring that support is made available for the local jurisdictions participating in the process.

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### **Foundation Grant Funds Distribution**

Under the Department of Fire and Building Services, State Emergency Management and Public Safety Institute Foundation

Grant program, SEMA is responsible for reviewing requests for funds for EMA programs. It is SEMA's desire to have funding directed at uniform programs that can help/impact all emergency management communities throughout the State. In 2004, SEMA recommended that the Emergency Management Agencies direct their Foundation Grant Efforts toward technology enhancements. Many EMA offices are using older computer systems, with limited internet connectivity.

With the growing need for a rapid means of communication, EMAs were encouraged to upgrade computer systems, enhance Internet connectivity, and seek out projects which will better enable the Emergency Management Agency Staff to assist their communities during times of disaster or in preparation for disaster. The Special Programs Division worked with the local agencies in preparing grant requests and in assuring that all the appropriate documentation was in order. In addition, the division developed a management and tracking tool to more efficiently address the growing volume of applications received for the grants. The division is also testing some possible options to streamline the application process and make the funds more

rapidly available to the applicants upon approval of the requested project.

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### **Web Page Enhancements**

The Special Programs Division was assigned to review the current SEMA web page and its structure. After surveying Emergency Management Agency users at the State and local levels a strategic plan was laid out to improve the SEMA Web Page. The first goal is to make the site more user friendly, by grouping similar user types together. In addition, SEMA is developing an entire section of the web Page for Emergency Management Agency Directors. This will allow directors to have their work related information available on line for easier forms completion and interconnectivity.

A second new addition to the SEMA web page under development is a Disaster Page. This page will have public information showing members of the public how to be prepared for disasters as well as information for those who have been struck by disaster. By placing information on the web page regarding disaster victim assistance, filing deadlines, recovery information, etc. the public will have another avenue to have information at hand to help them address their particular needs after a disaster has occurred.



## EMERGENCY MEDICAL SERVICES

The staff of the Emergency Medical Services (EMS) Division supports the Indiana EMS Commission by performing the day-to-day administrative functions required to develop and maintain an effective EMS system in Indiana. The EMS staff is the vital link between the commission and the 29,030 Certified Drivers, First Responders, Emergency Medical Technicians, Advanced Emergency Medical Technicians, Paramedics and the 750 providers in Indiana for their certification, operational and planning needs.

### General Duties

In addition to performing day to day certification and regulatory functions, the EMS Division also administers the Indiana EMS Restitution Fund. Offenders who drive under

the influence and are involved in automobile crashes resulting in a death or personal injury requiring EMS response can be ordered by the court to contribute to this fund. In turn, the EMS service that responded can file a claim to the fund within 180 days of adjudication for reimbursement of expenses incurred and receive the adjudicated amount less a \$25 administrative fee per case. A relatively low number of Indiana county and municipal providers are active or are in the process of instituting the Restitution Fund program. The EMS Staff continues to work with providers and prosecutors alike to generate activity in a program that provides funding back to the local EMS systems.

2004 was the third consecutive year that Public Safety Training Institute and SEMA EMS staff worked with the Indiana State Department of Health's Office of Rural Health to include EMS services associated with the ten designated Critical Access Hospitals in Indiana to provide federal funds assisting EMS services. Ten EMS services received funds to purchase equipment that they identified during an assessment process.

The National Office of Rural Health Policy offered a grant for the purchase and distribution of AEDs to 55 designated rural counties in the state of Indiana. Hoosier Uplands, which was established in 1966 as a nonprofit community action

and economic improvement agency, provides rural health care initiatives and services to those in need in Indiana. In partnership with the Indiana State Emergency Management Agency, and Indiana State Department of Health, Hoosier Uplands works to improve emergency preparedness and response, as well as increasing the health/safety knowledge of rural county residents. Hoosier Uplands was the grant recipient for this year's grant award from the Office of Rural Health Policy for the Indiana statewide Rural Access to Emergency Devices (RAED) Grant Program. The EMS Division provided information and materials to Hoosier



**EMERGENCY MEDICAL SERVICES EXECUTIVE STAFF:** (Left to Right) *Tony Pagano, Manager of PSTI's EMS Academy; Debbie Watson, Special Programs Manager; Mike Garvey, EMS Deputy Director; Sherrie Crain, Director of Operations/Confidential Complaints; Mark Nelson, Operations Coordinator.*



**2004 EMS Commission Awards - Black and White  
Photograph of the Year - by Cliff Weaver, Ohio Valley  
Search and Rescue Team, Evansville, Indiana**

Uplands staff in their grant writing endeavor.

## **Emergency Preparedness**

Hazardous Materials Operations Level and Basic Concepts for Response to Terrorism Events have been added to all EMS certification courses. Hoosier Safety Foundation Grants have been awarded to provider organizations for personal protection equipment, disaster response supplies, and training programs in support of the State's efforts in disaster response and anti-terrorism response. EMS staff participated in disaster response by assisting in the manning of the SEMA Emergency Operations Center in both actual events and training exercises. Efforts have been made to

encourage EMS provider organizations to establish working relationships with their local health department officials and emergency management directors. Provider organizations have been made aware of funding opportunities available at the local level for emergency preparedness supplies.

Being part of the State Emergency Management Agency, EMS is well represented during planning, training and response to Indiana's emergency and disaster situations. The EMS Division is responsible for planning, exercising and implementing the medical disaster preparedness program for the state of Indiana. Planning and training efforts continue to be focused on improving the state's emergency medical service personnel and providers' capabilities

to respond to terrorism events. In 2004, SEMA plans included use of Federal Homeland Security Funds for the formation of medical response teams in the central, northern and southern portions of the state. Plans are under way to preposition these mass casualty response trailers in at least three regional areas of the state. These trailers will be stocked with patient care, communications and incident management equipment that can be used during any situation that results in a large number of casualties. SEMA, working closely with the Indiana State Department of Health has worked hand-in-hand to review and update the health and medical issues portion of the Comprehensive Emergency Management Plan. SEMA personnel have worked very closely with Indiana State Department of Health staff to review and update the health and medical issues portion of the Comprehensive Emergency Management Plan. This includes the development of a section for receiving and using the National Pharmaceutical Stockpile that would be needed in the aftermath of a terrorism attack. This capability continues to be reviewed and tested through a series state and local sponsored exercises.

The State's emergency preparedness is a prime example of why Indiana is fortunate to have the unique arrangement of EMS, Emergency Management and the Fire Marshal all under one agency umbrella. Serving the over 6 million Hoosiers, the protection of Indiana's first responders remains our highest priority.

## **Operations**

The members of the SEMA EMS Operation's staff provide day-to-day regulation and maintenance of Indiana's EMS system. The state is divided into five districts; each having a District Manager who is responsible for the review of all providers' and supervising hospitals' applications. Because one district manager was recalled to active military duty, the state has been temporarily divided into four districts to ensure equal oversight of EMS organizations and availability of technical assistance to the State's 92 counties. Once a replacement has been hired, the state will be realigned back to five districts. When this realignment occurs, efforts will be made to design the districts to coincide with the districts established by Homeland Security and the Indiana State Board of Health. The districts will also compli-



ment the concept of transparent boundaries in which counties are encouraged to look beyond their own borders in preparing for disaster response.

Each year EMS Operations staff conducts a series of audits of certified EMS organizations. The purpose of the audit is twofold. First, it compares the operational activities of the organization with the activities defined in the provider application. Secondly, it educates the organization's management personnel on the rules and regulations that govern its day to day operations. This technical assistance provided through these non-threatening audits usually results in a better understanding of EMS rules and regulations on the part of the provider and a clear picture of the operational activities of the provider for the district manager. The Operations staff also continues to diligently work on the EMS rules revisions and implementation. Rule revision has been a dynamic process as the trends and needs in emergency medical services are constantly changing.

The Provider Forums were continued in the year 2004. Attendance has increased at these popular forums. Information is provided regarding rule

changes, changes in scope of practice of advanced personnel, review of EMS Commission activities, opportunities to discuss the impact of revised statutes and rules, local concerns, and information on anti-terrorism concerns specific to EMS.

Technical assistance remains a priority. The EMS Operations staff worked at the invitation of local EMS organizations and local governments to review, assess, and present options for the development and improvement of EMS systems. Requests for technical assistance increased in 2004 as local government faced continued financial difficulties.

We anticipate that, as shifts occur in the number of EMS personnel available to fill both volunteer and paid EMS positions, the increased challenges of dealing with changes in the insurance reimbursement structures for EMS and the desire of local communities to assess or upgrade their prehospital care capabilities, EMS Operations staff's involvement in technical assistance activities will continue to grow.

EMS staff members themselves remain active in providing emergency medical care. Staff members respond to medical emergencies within the



*During the 2004 Governor's Cup Ambulance Competition, our Emergency Medical Technicians demonstrated their outstanding capabilities.*

Indiana Government Center complex. The EMS staff also provides medical support to Emergency Response Teams of the Indiana State Police and the State of Indiana's Emergency Management Forward Response Team during tactical and disaster operations. EMS staff members have completed training in Incident Command and EMS Tactical Response to Terrorism so that they will be better prepared to assist providers in the event of an emergency.

EMS Operations staff planned and presented its third supervising Hospital Seminar. The seminar was designed to educate supervising hospital personnel on their obligations and responsibilities in the oversight of advanced life support organizations. For

the first time, the seminar targeted the duties and liabilities of program medical directors. Over 100 attended the seminar including 48 physicians representing over 95 EMS organizations.

Due to the success of the seminar, EMS Operations staff plan to conduct separate seminars for supervising hospital officials and medical directors in the future. An unexpected outcome of the seminar was an interest by the physicians in forming an organization for EMS Medical Directors.

### **Confidential Complaints**

Sherrie Crain, Director of the Operations Division also serves as the manager of EMS Confidential Complaints. Thirty complaints were received during 2004, alleging violations of



**2004 EMS Commission Awards - Color Photograph of the Year - by Roger Birchfield, Assistant Public Information Officer, Indianapolis Fire Department**

EMS related statutes or rules. This is a decrease from the previous year's complaints filed. As a result of investigations, five emergency orders were issued suspending certifications of EMS personnel. Five causes were filed. As a result of Public Law 205-2003, the process for investigations and handling complaints changed effective July 1, 2003. The agency may now issue orders without an administrative hearing. A hearing must be conducted if the defendant does not agree to the agency's order. The Indiana Emergency Medical Services Commission remains the ultimate authority regarding all administrative matters.

## Emergency Response Conference

The 2004 Emergency Response Conference was attended by more than 700 EMS personnel. The venue was moved to a convention facility on the east side of Indianapolis. This change enabled vehicles to be included inside the vendor hall and allowed us to get hotel accommodations at a better range of prices. The change in venue was very well received by those in attendance. At the request of participants, next year's program will be held at a centrally located, downtown venue. Highlights of this year's conference included the annual Governor's Cup Ambulance Competition, which

for the first time included EMT-Intermediate competitors, trade show, the awards banquet, and memorial service. The educational sessions included Department of Justice anti-terrorism programs for emergency responders. Working with the national and local EMS professionals, the conference offered specialized training on the appropriate treatment of injured and ill adults and children.

## Data Management

The Indiana EMS Data Registry is close to achieving all the goals set by the Indiana EMS Commission. First, the commission required all Indiana EMS Providers to transfer their EMS run data to the Indiana EMS Data Registry. Then, the registry was required by the commission to process these data and to publish consolidated statewide reports for public access and review. This year, 344 (49 percent) of the 700 certified EMS providers have reported monthly to the data registry. This is an 18 percent increase over 2003. In 2004, the data registry processed 116 diskettes and 3,503 e-mails that contained 201,073 EMS runs from Indiana certified EMS Providers - a 50

percent increase in EMS runs "downloaded" from the previous year. Currently, 796,496 EMS runs have been entered into the data registry since January 2001, the initial year that Indiana EMS Providers were required to begin electronically downloading data to the registry.

Both EMS Providers and the Data Registry, using the state supplied software, have over 150 standard and statistical reports available for tracking EMS Provider run data. Each of the reports have various query options for selective display of the data such as by the hour, by the individual Emergency Medical Technician (EMT) skill level at the scene, and by the patient treatment given. Through these reports, many Indiana EMS Providers are able to inform their communities, commissions, councils, and comptrollers on the EMS run types, volume, and status. The timeliness of emergency response data, queries, and reports demonstrates and enhances the effective EMS Provider management of limited resources and improves emergency response inter-agency coordination.

The EMS Data Registry's National Highway Traffic and Safety Administration (NHTSA)



Crash Outcome Data Evaluation System (CODES) Program grant has expanded during 2004. SEMA/EMS, (CODES grant owner), has contracted with Purdue University's Center for Automotive Transportation Safety (CATS) to coordinate and to link EMS motor vehicle crash data, Indiana State Police crash reports, and Indiana Board of Health hospital ER admission and death certificate records. The CODES 2000 Software program, by probabilistic linkage, can then determine the length and cost of medical treatment using the relationship between the type of vehicle(s), the crash environment, and the injuries sustained. Detailed reports can be generated which participating state agencies can use to improve their respective programs and also become eligible for other NHTSA public safety grant funds. Other areas where the CODES Program can be used are EMS for Children for pediatric injuries and treatments, hospital and special rural program cardiac studies, and unique geriatric grant facilitators for prevention and public awareness programs. The Indiana CODES Program grant has been extended from June 2004 to June 2005.

***The following advisory committee and specialized workgroups assisted the EMS Commission and SEMA staff in obtaining information to properly perform its tasks:***

#### ***EMS Education Committee***

The goal of the Education Committee is not only to keep Indiana at the forefront Nationally in EMS education, but also to make sure that Indiana's EMS curriculums provide the information necessary to keep everyone involved safe. The highest priority project in 2004 was to recommend additions to all emergency medical curriculums dealing with hazardous materials and terrorist incidents. As a result of joint efforts from the EMS Education Committee and the EMS Operations Committee, objectives from the NFPA Hazardous Materials Awareness and Operations courses, and the NFPA Response to Terrorism, Basic Concepts course were added to emergency medical courses effective July 1, 2004.

The Education Committee recommended the adoption of the 2002 Department of Transportation EMS Instructor Curriculum starting January 1, 2005. During October a pilot of the new curriculum

was held in Elkhart. A new Primary Instructor certification examination was also put in place to coincide with the new curriculum. The Education Committee, along with State EMS staff, started work on the Emergency Vehicle Operators Course so that more individuals could take advantage of this important training. Plans are to train more instructors so that more individuals can be trained.

#### ***EMS for Children (EMS-C)***

From injury prevention to rehabilitation, EMS-C provides resources and information to emergency responders working with the pediatric population.

The EMS-C staff and volunteers have expanded their efforts by promoting and assisting with injury prevention and educational workshops, and, in collaboration with EMS Providers, Indiana Safe Kids, the Department of Education, the Indiana Department of Health, and Automotive Safety for Children, to improve care for ill and injured children.

An important partnership with the Indiana District of Kiwanis continues to result in thousands of dollars of support for emergency medical services and pediatric equipment now required in Indiana ambulances.

Regionally, in the eight neighboring states, EMS-C provides a backdrop for information sharing and addressing issues that are common to all involved with pediatric injury prevention and emergency response.

#### ***Emergency Medical Services Dispatch Taskforce***

Even before enactment of Public Law 205-2003, the Emergency Medical Dispatch Task Force was working to develop rules to present to the Emergency Medical Services Commission. 2004 was dedicated to drafting the administrative codes that will specify the details of how the Indiana EMS Commission will regulate Emergency Medical Dispatching in Indiana. The process is on schedule and should be effective on July 1, 2005. The Laws and Administrative Codes will require all dispatch centers and personnel responsible for receiving calls and dispatching EMS resources to be certified by the Commission.

*Your Indiana  
Emergency Medical  
Services Commission and  
SEMA staff continue to  
remain dedicated to serve  
the citizens of Indiana  
through the improvement  
and continued development  
of Indiana's Emergency  
Medical Services  
system.*



# HOMELAND SECURITY

The Antiterrorism Division was reorganized on January 12, 2004 and a new Homeland Security Directorate was created. The new branch was organized to maximize Hoosier safety by ensuring that every action, every subordinate plan, every Office of Domestic Preparedness (ODP) dollar allotted to Indiana would be devoted to preparing for terrorism and saving lives and property in the event of a terrorist incident. Homeland Security serves as the planning, granting, and auditing branch for ODP and possibly other federal antiterrorism funds distributed to Indiana. One of the first ways the Homeland Security Branch saved Indiana money was to restructure an earlier staffing table from forty-five personnel to seven personnel with the intent of hiring two additional people. As a result of this restructuring, the Homeland Security Branch saved Hoosiers thousands of annual dollars in salary, benefits, and rent for a larger office space. The staff of the new Homeland Security Branch includes: Deputy Director of SEMA, Les Miller;



## HOMELAND SECURITY EXECUTIVE STAFF

*Standing (Left to Right) Jay Penndorf, CERT Coordinator; John Jones, Equipment and Training Planning Director; Les Miller, Deputy Director for Homeland Security; Richard Wilczek., Strategic Planning Director, Larry Copley, Director of Field Operations; Dennis Leonardo, Software Specialist. Seated - Mary Fields (L) Executive Assistant, and Caitlin Intermill, Grants Director.*

Grants Director, Caitlin Intermill; Director of Field Operations, Larry Copley; Executive Assistant, Mary Fields; CERT Coordinator, Jay Penndorf; Equipment and Training Planning Director, John Jones; and Strategic Planning Director, Richard Wilczek.

The Homeland Security Branch instituted the principle of the “**Four R’s**”: The **RIGHT** money, (seeking every available federal or private sector grant and ensuring the money is spent properly) is used to purchase the **RIGHT** equipment, (allotting funding for equipment that will provide the greatest increase in public

safety for the threats posed and for the money spent and avoid duplication of equipment among agencies) for the **RIGHT** public safety personnel, (allotment of equipment and training funding will go to those public safety personnel who face the highest risk levels and the greatest threats and possess the best capacity to prevent, respond, and recover from threats and to those personnel who do not possess basic first responder equipment) **RIGHT** now, (i.e., as soon as the first three criteria are met, funds are made available immediately to the receiving agencies).

“**Four R’s**” resulted in a goal that became the bedrock upon which we stand. The State of Indiana will enhance the use of all resources - financial, personnel, equipment, and innovation, methodically and responsibly. From that goal, objectives we continually strive to improve are:

- Effectively and efficiently allot grant funds and equipment to state, regional, and local agencies based on risk analysis
- Enhance the field presence using statewide public safety and governmental associations to work with local public safety and

governmental agencies so they are prepared to prevent, mitigate, respond, and recover from a terrorist event

- Streamline the state homeland security program to minimize the administrative burden on state, regional, and local first responders, reduce delivery time of equipment or funds, and maximize the effectiveness of homeland security programs

- Standardize and integrate forms and deadlines for all homeland security programs in the state by coordinating with all first responder agencies

When the Homeland Security Branch was created, we were faced with daunting tasks. First and foremost, we had to designate backlogged ODP funds. Indiana was awarded \$3,079,000 in Federal Fiscal Year (FFY) 2000 and FFY 2001, \$6,400,000 in FFY 2002, \$41,578,517 in FFY 2003 part I and part II, and \$54,513,983 in FFY 2004. Since January 2004, approximately 80% of the FFY 2000 – 2002 funds has been designated for first responder equipment. This includes approximately \$700,000 for local first responder equipment, \$625,725 for operations level equipment, \$90,000 for regional hazardous material equipment,

\$1,773,730 for local FBI certified bomb team equipment, and \$2,055,774 for technician level hazardous material equipment. Additionally since January, 2004, 99.3% of the FFY 2003 Part I, 99.9% of the FFY 2003 Part II, and 94.4% of FFY 2004 local first responder funds have been designated.

The second task was to revise the State Homeland Security Strategy (SHSS) in order to receive FFY 2004 funds. Upon review of the proposed SHSS, we realized that the entire strategy needed to be rewritten by January 31, 2004. Not only did the Homeland Security Branch rewrite the SHSS, but submitted the strategy on time and received approval from ODP after the initial review. This is significant because many states' strategies were still not approved months after the due date. This meant that Hoosier first responders' funds from ODP would not be delayed. On March 29<sup>th</sup>, 2004 Indiana received notice from ODP that the state would receive \$54 million dollars for homeland security, (i.e., \$44 million for the state Homeland Security Grant Program and \$10 million for the Urban Areas Security Initiative). By mid-May, the Homeland Security Branch had allocated the required

80% of the ODP funds to the counties.

Currently, 94.4% of the FFY 2004 allotted local funds have been designated to the counties in Indiana.

Simultaneously, the FFY 2004 funding allocation formula was revised. Indiana was one of the first states to allocate homeland security funds based on risk. A congressional audit team visiting Indiana indicated we were one of very few states to consider risk when allocating ODP funds. As a result, the federal auditors returned to Washington, D.C. with Indiana's funding formula to present our method to federal elected and appointed officials. The result of our revised allocation formula was to direct funding to higher threat areas and to increase each jurisdictions funding from FFY 2003 by at least 20%. Currently, we are developing a project that will increase the effectiveness of future funding allocations as well as increase the state's critical infrastructure and key resource protection. If this project is implemented in FFY 2005, it will once again secure Indiana's position as a leader and innovator in homeland security.

We then streamlined our program with the Homeland Security Information System. The intent

of this system is to automate our business practices to the fullest extent possible. This automation process reduces duplication of effort between staff members, increases information sharing, and collects the right program data once, thereby minimizing labor intensive data entry. One of the biggest benefits of this system is the development of an on-line grant application that local jurisdictions will use to request homeland security funds. These applications will be automatically added to our database, providing needed program information for planning and reporting to ODP. This may prove to be one of the most useful and efficient aspects of our new system.

Furthermore, in 2004 Indiana Homeland Security pursued a strategy of information building which included:

- Establishing a state-wide, integrated antiterrorism and intelligence fusion center that receives information from federal, state and local public safety agencies and makes the appropriate information available to first responders
- Establishing a comprehensive Geographic Information System (GIS) of local, state, and private data that will produce a digital map of Indiana for

planning and managing emergencies

- Implementing Project Hoosier SAFE-T, the state's interoperable public safety communications system that allows all first responders to communicate with one another
  - Establishing a statewide bioterrorism and public health database that will provide health care providers with increased ability to respond to, mitigate against, and recover from a biological terrorist incident
- Also, the Homeland Security Branch has identified and implemented several other projects to increase Hoosier safety:
- An agricultural security project that will improve the state's ability to safely dispose contaminated biological material, equip and train Animal Surveillance and Emergency Response Teams (ASERT) and develop and deliver agricultural security training and laboratory capabilities
  - A first responder credentialing system that will provide the state the ability to identify credible first responders before and at an incident which will reduce response time and increase care to those in need
  - Since almost every aspect of our lives is affected by computers, a cyber security project was implemented to protect state government from

malevolent acts against our critical infrastructure through cyber networks

- Expansion of an Automated Fingerprint Identification System to increase law enforcement's ability to track potential terrorist risks and share that information among law enforcement agencies
- Indiana Law Enforcement Academy (ILEA) is developing a comprehensive and robust training database that will be used to track and manage the state's antiterrorism personnel resources
- The enhancement of Hoosiers' abilities to protect themselves and help others through Community Emergency Response Teams (CERT) and Citizen Corps programs - these programs increase citizen awareness and provide the means for Hoosiers to become involved in their community's emergency response effort

The Homeland Security Branch is committed to the welfare of our first responders, to these programs, and to Hoosier safety. We will continue to manage these programs and to develop needed projects. Undoubtedly, the future holds unique challenges, however, and in 2005, as well as future years, the Homeland Security Branch will continue to enhance Hoosier safety and serve those who protect us.

# DFBS

## State Department of Fire and Building Services

### OFFICE OF THE STATE BUILDING COMMISSIONER

The Office of the State Building Commissioner (OSBC) is administratively divided into five divisions. The statutory mission of the OSBC is to promote and sustain Indiana's building safety laws as adopted by the Indiana Fire Prevention and Building Safety Commission.

The OSBC staff strives to ensure public safety by committing themselves to reviewing plans and inspecting and certifying Indiana's newly constructed buildings, lift devices, boiler and pressure vessels, and amusement rides. The staff also recommends amendments to the codes that are adopted by the Indiana Fire Prevention and Building Safety Commission. To assist the building professions in staying current in code developments, the



OFFICE OF THE STATE BUILDING COMMISSIONER  
EXECUTIVE STAFF

*Left to Right, John Weesner, Director, TSREI Division; Steve Schulz, State Building Commissioner; Danny Willis, Director, Boiler Division; Rose Ann Brown, Executive Secretary; Shelly Wakefield, C.B.O., Director, Code Enforcement Division; Bill Franklin, Chief Deputy Building Commissioner; Mike Berry, Director, Plan Review Division.*

OSBC presents appropriate educational seminars. It also advocates and encourages building code enforcement by local government entities that share a statutory responsibility for enforcement of the rules of the Commission. Whether working in the field or in the office, each division contributes to the soundness of Indiana's buildings and the safety of its people.

### Division of Elevator Safety/Amusement Rides

The division inspected 975 altered and new elevator installations which included the inspection of hydraulic jack replacements. The division conducted 3,000 periodic inspections on existing lifting devices. In addition, the division inspected 1,050

amusement devices, including ski lifts. These inspections were accomplished with 14 field inspectors, one field supervisor and two administrative staff members.

In addition the division continued to implement the risk based inspection process using the age, number of floors, type of elevator, occupancy, environment, and other factors to establish a risk and then base the frequency of inspection on the risk.

The division continued to expand the use of radio frequency identification tags (RFID). Recent purchases of hardware include digital cameras that attach to the hand held computer, enabling the inspector to include a photograph of the violation as a part of the inspection report. In addition the new hand held computers are equipped with "BlueTooth", a wireless office network.

In concert with the Information Services division we developed and



implemented a process to license elevator mechanics, elevator contractors and elevator inspectors. We are now developing a continuing education program for the licensees.

## **Boiler and Pressure Vessel Safety**

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The Indiana Boiler and Pressure Vessel (BPV) Safety Division, through partnership with the insuring industry, and Owner/User inspection agencies authorized by the Indiana Boiler and Pressure Vessel Rules Board, continues to provide oversight and inspection activities that ensure a high level of safety to a public exposed to potentially hazardous or fatal failures of boilers and pressure vessels.

Approximately 70 'Special Inspectors' employed by insurance companies routinely engage in required inspections of regulated equipment insured by their employer, while a staff of eight BPV field inspectors are employed by the state. Additionally, between 25 and 30 inspectors are engaged in regulated inspection activity for owner or user inspection agencies (petrochemical and utility companies) authorized to inspect owned equipment.

It is important to understand that all inspectors, regardless of their employer, are qualified, examined, and certified in accordance with a national standard (National Board of Boiler and Pressure Vessel Inspectors) and are licensed by the office of the state building commissioner through the BPV safety division. It is also important to understand that an inspector's license is only valid as long as the inspector is employed by the (statutorily authorized) inspection agency named on the license.

Aside from owner or user agency inspection activity, insurance employed inspectors conducted approximately 62% of regulatory inspections throughout Indiana during fiscal year 2003/2004. BPV division inspectors conducted the remaining 38% of regulated inspections. A total of 26,206 documented certificates were issued in fiscal year 2003/2004. A total of 1,737 violations were reported which required compliance and an additional inspection before a certificate could be issued. BPV division records show that approximately 1124 violations (65%) were reported by state employed inspectors, while the remaining 613 violations (35%) were reported by

insurance company employed inspectors.

*The Indiana Boiler and Pressure Vessel Safety Division is pleased to relate that there were no catastrophic failures of equipment regulated by the division in the last 12 months that resulted in death, injury or severe property damage.*

## **Division of Code Enforcement**

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The Division of Code Enforcement works extensively to insure that all public and commercial buildings, as well as industrialized building systems and mobile structures that are under construction comply with the statewide building codes. The Division has continued training of staff, enabling them to be responsible for inspection of Class 1 Structures, Industrialized Building Systems and Mobile Structures as well as the Manufactured Housing Program for the U.S. Department of Housing and Urban Development. The Division continues to perform plan review for site built structures, as it pertains to Rule 13 Conversions of Existing Buildings as well as for Industrialized Building systems and Mobile Structures.

The Division has the capability to accept con-

struction plans for construction of Industrialized Buildings (Modular) and Mobile Structures and issue the Construction Design Release electronically.

Division employees participate in continuing education of the various building codes. This continued education will assist them as they conduct code education classes for local building departments. The Division is maintaining technical proficiency in construction codes as staff continues to obtain national certifications through national code certification programs.

Within the past year employees of the Division have performed the following:

- Performed 26,784 inspections (site and in-plant)
- Issued 32 violations (site and in-plant)
- Conducted 35 State Administrative Agency records review of Manufactured Housing Plants
- Investigated 8 consumer complaints regarding Manufactured Housing
- Issued 39 Construction Design Releases for Rule 13 Conversion of Existing Buildings
- Issued 667 Construction Design Releases for Industrialized Building Systems and Mobile Structures

- Issued 1,827 Mobile Seals and 3,789 Modular Seals

The Division generated revenue of \$365,040 for the Indiana Certification Seals.

Plan Review fees paid in the amount of \$234,417 and miscellaneous fees, such as Out of State Industrialized Building Systems and Mobile Structure inspections and inspections performed for on-site construction in the amount of \$121,999.

The Division produced and/or sponsored 50 code classes and presentations throughout the year as part of our on-going affiliation with professional associations for building, fire and electrical inspectors, as well as builders and design professionals. During 2004, grants totaling \$120,300 from the State-wide Fire and Building Safety Education Fund were provided to assist local building and fire officials with tuition costs for these classes, as well as for classes from universities and model code organizations. The Division also provided in-house code training classes for Plan Review personnel. Code newsletters continued to be published quarterly.

The Division administered 62 examinations to approximately 37 candidates for a national code certification. Certificates

are issued to candidates who notify the division they have passed the test and want a certificate. Approximately 55 percent passed the examination on the first attempt.

## **Plan Review**

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Ending the year 2004, the Plan Review Division will have issued over 7,500 receipts, of which 1,800 are a result of the e-filing process. The e-filing process is available to nearly all filing entities.

The shared work environment concept will be completed shortly after the first of the coming year.

Continued training of our Code Review staff has been most helpful in the fact that all code review officials are considerably more knowledgeable in code issues and they can render solutions to code issues in a timelier manner.

Plan Review has implemented the “accounting daily summary report”. This report is generated in the “Administrative Services” section and forwarded to all plan review staff in order for them to be more readily informed as to which project fees are currently paid in full, therefore allowing a shorter turn around time.

Plan Review has also provided a new program, “Project Activity Link” that allows for the access to the

fire and building services data base and the ability to print construction design releases. More user friendly features will be added in the future.

## **Technical Services and Research and Education and Information**

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During 2004, TSREI was an integral part of emerging national single code development, of broad base state code promulgation and local code education development. The TSREI Division serves as staff to the Fire Prevention and Building Safety Commission. The Commission has the duty to adopt building and fire safety rules, approve ordinances, and determine variances and appeals.

During 2004 the staff provided the following technical and administrative support related to these duties:

- Seven rule-making actions were promulgated
- 26 local ordinances were reviewed and placed on the Commission’s agenda
- Processed 669 variances
- Reviewed 76 appeals and processed 21 appeals of a local order

The TSREI Division also attends and/or facili-

tates code development committees at both the national and the state levels, ensuring that Indiana’s construction and life safety code interests are placed before the code-writing bodies.

The Division produced and/or sponsored 50 code classes and presentations throughout the year as part of our on-going affiliation with professional associations for building, fire, and electrical inspectors, as well as builders and design professionals. During 2004, grants totaling \$120,300 from the State-wide Fire and Building Safety Education Fund were provided to assist local building and fire officials with tuition costs for these classes, as well as for classes from universities and model code organizations. The Division also provided in-house code training classes for Plan Review personnel. Code newsletters continued to be published quarterly.

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# OFFICE OF THE STATE FIRE MARSHAL

## Community Outreach

The Marshal's office continues to implement the *Pre-school Learn Not to Burn*® program created by the National Fire Protection Association. In cooperation with the Community Education and Child Advocacy Department of Riley Hospital for Children, the preschool program has been in the spotlight again this year. Designed to reach children ages 3-5 (and used for some even younger), the curriculum is presented as a series of fire safety lessons that can be taught numerous times throughout the year. Childcare resource and referral agencies across Indiana have been involved in promoting this critically important program to teach our young children the dangers of fire and to make childcare providers aware of the tragic fascination that fire can exert on some of these little ones. These resource and referral agencies are an essential link between the Marshal's Office and childcare providers around the state. Four training sessions, both train-the-trainer and direct training, were provided to



**OFFICE OF THE STATE FIRE MARSHAL EXECUTIVE STAFF** *Back Row-From Left: John Miller, Chief Inspector; Mike Bigler, Chief Deputy State Fire Marshal; Ivan Nevil, State Fire Marshal. Front Row-From Left: Pam Bright, Public Information Officer; Mara Snyder, Legal Counsel; Cindy Cleveland, Administrative Assistant; Tom Hinkle, Chief Investigator; Gary Robison, INFIRS Program Manager.*

these agencies, as well as to providers of childcare, to assist in the effort to make sure that this program is available statewide. Training will continue to be provided through the public information officer for the Marshal's office in 2005. The public information officer can be reached at (317) 232-6632.

One additional way that the Marshal's Office is working to involve communities in the fight against juvenile firesetting is through the juvenile firesetter resource manual that has been expanded to include

contacts around the state to assist fire departments, law enforcement agencies, schools and mental health groups in their efforts to identify and help children who set fires. The juvenile firesetter website can be accessed through the State Fire Marshal's Office website at [www.state.in.us/sema/jfs/jfs.htm](http://www.state.in.us/sema/jfs/jfs.htm). It is designed to provide both immediate assistance for those seeking referrals and educational aids and information for parents, educators, mental health professionals and others who are in search of

answers to this complex and dangerous problem.

The "1-800-FIRELINE" program, developed by the New Jersey State Fire Commission's Public Education Advisory Council, in cooperation with the Prudential Insurance Agency, is designed to recruit volunteers to the fire and emergency medical services from the communities they serve. The theme is "*What If No One Answered the Call?*" and it is featured in a videotape and poster now available in every public, parochial and



private school library in Indiana. The video tells the story of the growing awareness of a teenager that fire safety in his community depends on people like him to volunteer their time and talents to benefit everyone. Callers to the toll-free telephone number, 1-800-FIRELINE, are asked to give their name and address and state whether they wish to volunteer in the fire and/or emergency medical service. That information is then given to the appropriate local department that, in turn, gets in touch with the caller. In a state such as Indiana, where approximately 80% of the fire service is volunteer, it is essential to have a resource like 1-800-FIRELINE that is designed to encourage a steady supply of Hoosiers to make a commitment to serve their communities. In this day and age of incredibly busy schedules and demanding jobs, it is more important than ever to encourage the young (and the not-so-young) to volunteer to protect their communities from the ravages of fire and explosion. Quite literally, if “no one answered the call”, many communities could be faced with an endangered species, the volunteer firefighter and a severely diminished fire protection capability.

The Office of the State Fire Marshal received a \$30,000 NFPA/FEMA-FIRE Act Grant to support the expansion of the RISK WATCH© program in Indiana. The RISK WATCH© program was developed by the National Fire Prevention Association as a “comprehensive injury prevention curriculum for children in preschool through grade 8.” The program has grade-appropriate learning materials for teaching children about safety in the following areas: (1) motor vehicle safety, (2) fire and burn prevention, (3) choking, suffocation and strangulation prevention, (4) poisoning prevention, (5) falls prevention, (6) firearms injury prevention, (7) bike and pedestrian safety, and (8) water safety. Our participation in this program is based on bringing fire safety education to children in as many different formats as possible. The Indiana Risk Watch State Management Team is made up of representatives from the Office of the State Fire Marshal, Community Education and Child Advocacy Department of the Riley Hospital for Children, Indiana SAFE KIDS Coalition, Indiana State Department of Health, Indiana Department of Education and Indiana State Police. The state

team reached 101 new classrooms in 2004 and provided 10 training session.

Continuing efforts to reach as many members of the Indiana community as possible, the Marshal’s office has added to its monthly informational mailing that has been on line for a year. The *Marshal’s Extra Alarm*, highlighting particular items of interest that month, together with a variety of kinds of information of interest to the fire service community and the general public, comes out more frequently now to be as current a source of information as possible. In addition to providing timely information, the online listing allows the Marshal’s office to communicate rapidly with those hundreds of subscribers in the event of fire service deaths or other events of immediate importance. The *Marshal’s Extra Alarm* is available through a link on the Fire Marshal’s website at [www.in.gov/sema/ofsm](http://www.in.gov/sema/ofsm)

The outreach programs sponsored and directed by the Office of the State Fire Marshal are a top priority for the State Fire Marshal. They will continue to receive his personal supervision and support as we move forward through the 21<sup>st</sup> century.

## Investigations

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Death and injury, and the destruction of property by fire continued unabated during 2004. Hoosiers continued to lose their lives, homes and property to the smoke and flames. The Investigation Division was request by fire officials or law enforcement officials to investigate 679 fires across the state. These fires ranged from mobile homes to commercial structures with losses in the many hundreds of thousands of dollars. In addition, investigators were called to investigate a number of explosion sites and a continual increasing number of fires involving methamphetamine or clandestine drug laboratories. The OSFM was notified or assisted in the investigation of 93 fatality fires throughout 2004.

Fire investigation techniques are changing almost as fast as computer technology. The Investigation Division recognizes the need to be current in all areas of investigation methodology and provide continuing education to all field personnel. In an effort to expand its efforts to make this new information available to the fire service statewide, the Investigation Division continued its statewide leadership role by sponsoring and coordinat-



ing Indiana's annual Fire and Arson Conference.

Education also plays an important role in the response to the continuing problem of arson fires. Many of the Division's Investigators teach to law enforcement officers, fire service personnel, and communities ways to recognize, intervene, and prevent arson. The Division's Chief Investigator is the webmaster for the OSFM website and is responsible for designing new web pages as well as coordinating the updates to keep the website relevant and accurate.

## **Childcare Inspection Program**

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The Childcare Inspection Division was established in 2001 and achieved full staffing this year. As of July 2004, there were six field inspectors and one supervisor who work full-time inspecting childcare centers and ministries across Indiana. In addition to the standard annual inspections, this year the inspectors have worked closely with centers and ministries to help them understand and develop the new fire safety plans, emergency evacuation procedures and employee

training programs that are required, for the first time, under the 2003 Indiana Fire Code. These fire and emergency plans and procedures will increase the safety of children in the centers and ministries, as well as the safety of their employees. Fire safety and evacuation plans are in written form and are available for the employees to read as well as available for the inspector to check. Records for fire drills have also been upgraded with the new code. They include nine different items that must be recorded rather than five with the old code. With the addition of simulations, the drills can be more life-like and create a better learning environment for everyone at the childcare facility. If there are any problems they can be addressed as they arise. Employee training will make the employees more proficient at their assigned duties during drills as well as in the event of an emergency. **In 2004, the childcare inspectors performed more than 2,000 inspections.**

The following is a listing of each of the six field inspection districts. These districts are designed to divide the inspection areas as evenly as possible,

according to number of centers and ministries, and the distances that the inspectors have to travel.

### **District 22**

Benton, Boone, Carroll, Cass, Clinton, Fountain, Fulton, Hamilton, Howard, Jasper, Kosciusko, Marshall, Miami, Montgomery, Newton, Parke, Pulaski, Starke, Tippecanoe, Tipton, Vermillion, Wabash, Warren, & White.

### **District 23**

Marion.

### **District 24**

Adams, Allen, Blackford, Dekalb, Delaware, Grant, Huntington, Jay, Lagrange, Madison, Noble, Randolph, Steuben, Wells, & Whitley.

### **District 25**

Bartholomew, Brown, Clay, Dearborn, Decatur, Fayette, Franklin, Greene, Hancock, Hendricks, Henry, Jefferson, Jennings, Johnson, Monroe, Morgan, Ohio, Owen, Putnam, Ripley, Rush, Shelby, Switzerland, Union, & Wayne.

### **District 26**

Clark, Crawford, Daviess, Dubois, Floyd, Gibson, Harrison, Jackson, Knox, Lawrence, Martin, Orange, Perry, Pike, Posey, Scott, Spencer, Sullivan, Vanderburg, Vigo, Warrick, & Washington.

### **District 27**

Elkhart, Lake, LaPorte, Porter, & St. Joseph.

In addition to conducting inspections and public education, inspectors receive continuing training to ensure consistency in the inspection program. Childcare providers must be confident that fire safety laws that apply to their facilities are interpreted and uniformly enforced throughout the state. Although no two buildings are the same and fire and building codes change over time, the inspectors are trained to appropriately evaluate each facility according to the applicable fire safety laws to achieve the same result statewide - *the safety of the children and staff.*

## **Inspections**

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"An ounce of prevention worth a pound of cure." These words reflect the focus of the Inspection Division. The purpose of inspections is to protect Hoosiers, especially our most vulnerable residents such as children, the handicapped and the elderly, by making sure that the fire and life safety systems, features and components installed in public buildings are properly maintained and opera-

tional, and that fire hazards are not introduced into these buildings. In 2004, the division's 23 field inspectors and 3 field supervisors performed more than 8,000 inspections of Indiana's schools, hospitals, nursing homes, hotels, restaurants, nightclubs, movie theaters and convention centers. Critically important elements of any inspection are: (1) exits are clear and exit doors that are operational, (2) fire alarm and fire sprinkler systems that work appropriately, (3) electrical wiring that is properly maintained, and (4) fully operational exit signs and emergency lighting. In view of the fact that not all buildings in Indiana are required to have fire alarms and/or sprinkler systems, it is vitally important to make sure that the fire safety elements that are required for a particular building are in good condition and able to function to protect the public in the event of a fire or explosion. Perhaps the single most important element of a building's safety plan is the part that identifies means of exiting and enables people to get out safely. Remember, if fire happens,

***Get Out  
and Stay Out!***

Identifying fire safety violations is only part of an inspector's job. Another important part is to be an educator for our communities, explaining to building owners and occupants why specific conditions create a fire hazard. Increasing awareness of fire safety on the part of our communities through education is a key element in preventing fires. The Division is a part of several multi-agency networks that educate the public about a variety of fire safety and building law issues. Working with the Elevator Safety, Code Enforcement and Boiler-Pressure Vessel Divisions of the Office of the State Building Commissioner, and the Family and Children, and Mental Health divisions of the Family and Social Services Administration, the Inspection Division has provided information and assistance on fire safety prevention and protection to a broad spectrum of clients across the state during 2004.

However, education is not limited to those served by the Division. Inspectors receive regular training to keep them current with changing technologies and building conditions, as well as refresher courses to address highly technical aspects of common inspec-

tion problems. Standard operating procedures and guidelines have been developed to ensure that the quality of the inspections performed by members of the Inspection Division is uniform, accurate and consistent. As codes become more and more complex, these two elements are an essential part of the fire prevention inspection process. Extensive training has been provided to all inspectors and supervisors in connection with the adoption of brand new fire and building codes.

### **Underground Storage Tanks**

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In Indiana, underground storage tanks (USTs) are regulated by both the Office of the State Fire Marshal and the Department of Environmental Management. In 2004, the OSFM issued more than 400 certifications to individuals who manage, supervise or direct certain kinds of work on USTs. The certification areas are: (1) installation, (2) decommissioning, (3) testing and (4) cathodic protection procedures. Certification may be obtained in one of two ways. A person may be certified by the International Fire Code Institute in one

or more specified areas of UST work. This certification must be renewed every two years and can only be renewed after taking a recertification examination. The Office of the State Fire Marshal then certifies the person for the same two-year period as the Institute. UST technology is constantly changing, so the requirement for retesting every two years is designed to ensure that these individuals are appropriately trained in changing methods of new technology. Certification may also be obtained on a reciprocal basis with a number of other states. Reciprocal certification is good in Indiana for the same length of time as it is in the state of origin.

Continuing certification is extremely important because if a UST is not properly installed, or removed, for example, the tank can begin leaking. A leaking UST can present a very serious fire or explosion danger to Hoosiers, a danger made even greater because it is completely concealed.

### **INFIRS (Indiana's National Fire Incident Reporting System)**

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Data are currently being reported by 90% of the

866 fire departments within the state of Indiana. For calendar years, 2000 - 2004, we have over 900,000 incidents collected. The office is now capable of putting together statistical reports for limited 2002 and all of year 2003 for various concerns when requested.

We are currently preparing an annual report for 2003 for state-wide distribution containing fire and incident facts, graphs and lists of participating fire departments.

The INFIRS Division is continuing to provide software user training county-wide or in some cases, to individual fire departments, emergency medical service providers, regional hazardous materials response teams and others as the needs arise.

The system in place in the INFIRS program allows us to do “**JUST IN TIME**” reporting of current events should the need occur.

The INFIRS program manager continues to work with all software vendors, US Fire Academy Data Center and the National Fire Incident Council to ensure that all possible data is utilized.

The program manager also continues working with Marshal’s Juvenile Firesetter Task Force,

Hazardous Materials Response Division, Public Safety Training Division, State Emergency Management Agency, Department of Natural Resources, Consumer Products Safety Commission, National Fire Protection Association and others for data information.

The Division has provided county-wide statistics for interested groups for Industry Location surveys, insurance surveys and educational surveys.

The ongoing goal for the Division is to continue making “house calls” for training, to increase the data information bank with more useful data, and be able to provide statistical information, when needed, concerning all of the various fire incidents.

### **Hazardous Materials/Homeland Security**

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The hazardous materials / counter terrorism division of the State Fire Marshal’s office has been pulled in several directions by the local and regional fire departments and hazardous materials (haz-mat) teams. As many of the smaller fire departments work to upgrade their training standards we have been asked to conduct

more and more training classes. The 40 larger, technician level, haz-mat response teams scattered throughout Indiana are taking advantage of the homeland security funding available to them. As these teams look to make decisions on which type or brand of response equipment they should purchase we have been asked for input and to provide training on some of this new equipment. The Marshal’s Office working with SEMA was able to provide the Technician level haz-mat teams a grant for \$ 50,000 and the regional haz-mat teams a grant for \$140,000 to help them improve their response capabilities.

Our small division of four people has been busy conducting field testing with the new **SensIR** equipment just like the render safe teams. We have responded to calls from local, state and federal agencies throughout Indiana. The **Render Safe** program is now a proven program with a force of dedicated volunteers from each of the regional areas. This program has been able to conduct on call field testing of unknown substances at no cost to the local requesting agency.

This has been a rather busy year for normal responses to truck wrecks, train derailments and other

types of response to incidents involving hazardous materials. The division has been upgrading our response equipment to better serve our customers. New equipment means more training on that equipment. This year we have equipped the division with new **5 Star** combustible meters that are capable of detecting anhydrous ammonia, one of our most commonly used hazardous chemical in Indiana.

The division has also been equipped with new air monitoring equipment to replace the old (11 years) outdated instruments we had. This equipment allows us to respond to a community and assist local departments and agencies by doing real-time air monitoring for evacuations or establishing safety zones.

Another on-going project is improving our capabilities to conduct field testing for biological substances. We have been working with State Department of Health and Crane Naval Weapons Center to select and indorse one of several types of detection systems.

Our division stands ready to respond to and help any local or state agency that asks for help in training or on scene response.

# PSTI

Public

Safety

Training

Institute

In late 1995, the Public Safety Training Institute (PSTI) was reorganized to provide the most advanced emergency training at the lowest possible cost to the citizens of the state of Indiana. As a result, the academies of PSTI now report directly to the directors of their respective disciplines.

The members of the PSTI Board of Directors provide guidance and direction to PSTI's mission of ensuring top-notch training for Indiana's responders.

The ten-member board oversees the operations of the five PSTI Academies: Emergency Management, Emergency Medical Services, Hazardous Materials, Fire, and Search and Rescue.

The Search and Rescue Academy at Camp Atterbury was renamed the Mari Hulman George Search and Rescue Academy in November, 2000, to acknowledge the support Ms. George has provided to public safety training and response in Indiana and across the United States.



#### Public Safety Training Institute Academy Managers

*From left: Tony Pagano, EMS Academy; Heather Stegerman, Emergency Management Academy; Lillian Hardy, Search and Rescue Academy; Randy Wood, Hazardous Materials Academy. Fire Academy Manager - Not Pictured. Front Row: Kailey*

## OFFICE OF THE STATE FIRE MARSHAL

### Fire and Hazardous Materials

The year 2004 has been a very busy year for the staff of the Fire and Hazardous Materials Academies. There is still a tremendous amount of

requests for the Hazardous Materials Awareness and Hazardous Materials Operations courses. We have also seen an increase in the Fire Officer I program as well as the National Fire Academy Incident Command course and the National Fire Academy Incident Safety Officer.

The staff has done a tremendous job of handling the testing and certification

of over 15,000 emergency responders in the state. We continue to see increases in the amount of course registrations and tests. The increase from 2003 to 2004 was 20 percent and continues to climb. The written examinations and practical skill examinations were received, graded, and certificates returned within an average of two weeks. The staff was able to turn



around approximately five courses per day. This includes receiving, grading, compiling, printing and returning the students results.

## **Emergency Management Training**

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The educational opportunities provided throughout the state are, by far, the most aggressive and active facet of the Preparedness Division. During the 2004-2005 Federal Fiscal Year the academy expanded its curriculum with the development of several new training courses. Additionally, the academy continued its efforts to integrate the program by including emergency professionals not only from Emergency Management and Emergency Response Agencies, (Fire, Law Enforcement, and Emergency Medical) but also from Health Departments, Hospitals, Communications Centers, Volunteer Organizations, Private Business and Industry, Elected Officials, Public Works, and others.

The Emergency Management training program continues to grow. During 2004, the academy coordinated 79 emergency management training courses and workshops reaching over 1,500 local,

state, and federal officials. The program reached over 300 more students than in 2003. Included were directors and staff members from most Emergency Management Allocated jurisdictions (those who receive federal funding support) and a large percentage of directors and staff from non-allocated jurisdictions.

With a view towards improving the Professional Emergency Manager (PEM) program, the training branch formed a PEM Committee comprised of state and local emergency management officials. The committee made significant changes to the PEM at all three levels (Basic, Senior, and Master). In addition to SEMA coursework, PEMs must participate in progressively more complex exercises within their emergency management jurisdiction and complete various professional contributions. The academy finalized the changes and distributed PEM brochures during the FY05 EMA Workshops. Testing for the reformatted PEM is scheduled to begin in the spring of 2005.

During the 2004 federal fiscal year, the CERT Coordinator position was moved to the newly formed Homeland Security Branch within the Indiana State Emergency Management

Agency. To aid the newly formed Homeland Security Branch, the training academy assisted with the coordination of training related to Homeland Security, Terrorism and Weapons of Mass Destruction (WMD). Incorporated in our 79 courses were 23 Homeland Security/ WMD - related courses with nearly 400 students. These 23 courses including Office of Domestic Preparedness contract courses as well as our 911 Dispatcher: Terrorism and HAZMAT Awareness course and our Bioterrorism Basics course developed through a joint effort with SEMA and the Indiana State Department of Health.

While terrorism and WMD continues to be of major concern, Indiana continues to be threatened by severe weather and other natural disasters. With the aid of the National Weather Service Offices at Indianapolis and North Webster, Indiana as well as Ball State University meteorologist Dr. David Arnold, SEMA developed a severe weather course series focusing on severe weather forecasting, severe thunderstorm and tornado characteristics, an overview of the National Weather Service and radar capabilities, as well as numerous other severe weather topics. The classes gener-

ated great interest among the emergency management and Indiana Spotter Network (SKYWARN). The courses will continue with a 3-day "Weather Weekend" in July 2005 that is sure to be a success.

As we begin the 2005 training year, our focus will be on conducting those courses outlined in the Professional Emergency Managers curriculum as well as a series of 12 courses that address the new National Incident Management System - one in each of the State's newly formed preparedness districts and one at each of our EMA training academies. We look forward to strengthening our PEM program and aiding the State's public safety personnel in their quests to become NIMS compliant.

## **Search and Rescue**

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The Indiana Public Safety Training Institute's Search and Rescue Academy is located at Camp Atterbury, Edinburgh, Indiana.

During Federal Fiscal Year 2004, the Mari Hulman George Search and Rescue Academy changed leadership with the appointment of Ms. Lillian Hardy as the new Academy Manager. Ms. Hardy has undertaken the revision and expansion of the

training curriculum to continue the academy's long tradition of search and rescue canine training while offering additional training opportunities in other non-canine search disciplines.

During the past training year, while under going the transition to a new curriculum, the Search and Rescue Academy offered 5 search and rescue courses for canines. In addition, the academy continued to make its training facilities available to outside agencies and organizations. This past training year the facility was used by fire department confined space rescue teams, law enforcement agency bomb squads and tactical teams, conservation officers, and hosted the Civil Air Patrol's National Search and Rescue School.

Volunteer search and rescue teams from around the state and FEMA Urban Search and Rescue Task force teams have utilized the Search and Rescue academy's K-9 agility field, 3 rubble piles, and vehicle search areas in training of their search personnel.

The Search and Rescue Academy also recently created a Search and Rescue Training Advisory Committee (SARTAC) comprised of a diverse group of volunteers representing Fire Service, Civil Air Patrol, Law Enforcement, Conservation/Natural Resources, Water Rescue,

Ground Search, Disaster Search, and several Canine Search disciplines. The committee's focus is on recommending academy curriculum, developing new training courses, reviewing course material, assisting instructors during courses, identifying possible instructors, and other important issues around which consensus can be reached and joint action undertaken. This should prove to be a great asset as we develop the search and rescue resources throughout Indiana.

The facility is maintained by the Search & Rescue Academy staff and operates year-round providing students from across the country with the most current emergency response training programs in the nation. The Search and Rescue Academy provides training to civilian volunteers as well as local, state, and federal emergency response and law enforcement agencies. Various military teams also use the training facility and classrooms.

Search and Rescue organizations from across the country have participated in training at our facility. Many of these same organizations have responded to major disasters, such as the Oklahoma City bombing in April of 1995 and both the World Trade Center

and Pentagon attacks on September 11, 2001, as well as numerous emergency responses for missing persons, cadaver recovery, and article searches on national, state, and local incidents.

## **Exercise**

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In preparing for the Normandy Invasion, the United States Army conducted various training exercises at Slapton Sands in Start Bay and in the nearby Tor Bay, beginning on December 15, 1943. Slapton was an unspoiled beach of coarse gravel, fronting a shallow lagoon that was backed by bluffs that resembled Omaha Beach. After the people in the nearby village were evacuated, it was an almost perfect place to simulate the Normandy landings. The training was long and thorough. The culmination of the joint training program was a pair of full scale rehearsals in late April and early May.

Exercising is a fundamental rite of passage for the planning process. It serves as the insurance policy for jurisdictions or agencies providing evidence that they have recognized the need to validate those documents, policies, and systems designed to provide guidance to those who will be called upon to make decisions or take

action in an emergency or disaster. As is evident from the above, even those who were planning for the invasion at Normandy realized the need for exercise training.

The Exercise Branch of the Indiana State Emergency Management Agency continues a long standing practice of providing a systematic approach to validate plans and create a realistic venue for users of those plans to practice, in a safe environment, what they may one day be called upon to conduct in an actual emergency/disaster. The realization of the events in today's world, whether it be a natural disaster, or the threat of terrorism has elevated the need to continually conduct exercise training.

During the 2004 federal fiscal year, the State Exercise Branch participated in the exercise design and development for the State of Indiana's participation in "Heartland Response", a joint "military support to civil authorities" functional exercise involving several states and the First U.S. Army. The Exercise Branch was instrumental in defining Indiana's role in the exercise and supervised the operation of Indiana's Simulation Cell.

The Exercise Branch is currently providing technical assistance for two ongoing

exercise programs with other state agencies. The Indiana State Police is conducting a series of functional exercises for each of its State Police Districts. The Exercise Branch is also working closely with the Military Department of Indiana in a series of full scale exercises to validate the Indiana National Guard's ability to function with and provide support to civil authorities. These exercises, dubbed "Hoosier Guardian", are conducted with various military units and both state and local public safety agencies around the state. The most recent exercise "Hoosier Guardian IV" was conducted at the newly created Muscatatuck Urban Training Center in Jennings County and was an outstanding success. "Hoosier Guardian V" is being planned for 2005.

The State Exercise Branch is also responsible for oversight of Indiana's Phase III Terrorism Tabletop Exercise Program. This program provides assistance to counties throughout the state with conducting tabletop exercises of the newly developed terrorism element to their respective county emergency management plans. These tabletop exercises are conducted to validate the terrorism

element. During 2004 technical assistance for exercise planning and conduct was provided to 24 Indiana counties under this program. The program slated to conclude in February of 2005.

In addition to the Phase III program, the Exercise Branch assisted several jurisdictions and agencies around the state with the development of and or conduct of other exercises: Delaware County Emergency Management Agency, City of Greenfield Fire Department, Brown County Emergency Management Agency, Putnam County Emergency Management Agency, Jay County Emergency Management Agency, and Warrick County Emergency Management Agency. In addition, the Exercise Branch participated in series of workshops and exercises conducted throughout the state with the U.S. Attorney's Office - Department of Justice, the Counter Terrorism and Security Council, the Indiana State Department of Health, the Federal Bureau of Investigation and Indiana State Police.

The exercise branch will continue to provide assistance to any and all agencies, jurisdictions, and departments in order to assure that Indiana remains

on the cutting edge of preparedness.

Other activities completed by the Exercise Branch include:

Attendance and completion of training conducted by the Office of Domestic Preparedness, Department of Homeland Security on the new Homeland Security Exercise and Evaluation Program.

Developing a Corrective Action Management Program and associated program guidance for use by both state and local agencies and organizations to ensure that areas for improvement identified during exercises and evaluations are actually implemented.

Attendance at the National Training and Exercise Conference held at the National Emergency Training Center in Emmitsburg, Maryland.

Assisting the Preparedness Division in sponsoring a Higher Education Conference.

Assisting the Training Branch of SEMA with the instruction and delivery of several exercise based training courses.

Supported other projects, training, and programs as directed or required for both State and Local jurisdictions.

The International Fire Service accreditation

Congress will be visiting our site in mid December where we will receive our re-accreditation of 15 fire certification levels. Additionally we are working with the higher education committee along with SEMA to help emergency responders receive educational credits for their certifications.

The staff's work on the new Board of Fire Fighting Personnel Standards and Education has been completed and the new rules have been sent to the attorney generals office.

The staff has been extremely busy with the processes listed above. The emergency response community has gained a variety of certified responders who will help those in their time of need through a cooperative effort of these services.

## Emergency Medical Services

The primary responsibility of the Emergency Medical Services (EMS) Academy of the Public Safety Training Institute (PSTI) is managing the certifications of the 27,560 certified First Responders, Basic Emergency Medical Technicians (EMT-B), Basic Advanced EMTs



(AEMT), Advanced EMT Intermediate's (EMT-I), and Paramedics (EMT-P) in Indiana. The EMS Academy is also charged with managing emergency medical services training opportunities throughout the State.

An important aspect of this process is administering the certification tests that are required by the Indiana EMS Commission for individuals that are entering the field of prehospital medicine. In 2004, the academy administered 2,766 written certification examinations on a regional basis. The staff also coordinates the State Practical Examinations based upon skill stations involving CPR, splinting procedures, etc. Utilizing trained representatives, each graduate of EMT, Advanced EMT, and Paramedic training programs are evaluated against set criteria to ensure their ability to perform life-saving skills. In 2004, the PSTI EMS Academy oversaw over 3,530 practical skill examinations.

In addition to the basic certifications issued through this academy, PSTI processed 655 certifications for individuals maintaining certification as an EMS trained driver and 165 certificates for fire and

EMS personnel completing extrication training. There were 19 newly certified EMS Primary Instructors who successfully completed a newly implemented examination for instructors, as well as the 64 instructors who renewed their certifications. The number of yearly renewals has decreased due to individuals having to renew every other year. The four-member staff of the EMS Academy also processed 108 permits for the use of green lights used by EMS professionals on their personal vehicles while responding to medical emergencies in Indiana.

Due to the groundwork laid by the EMS staff and members of the Advisory Committees, the Emergency Medical Technician-Intermediate Curriculum is in various stages of implementation in 12 areas of the State. The approximately 400-hour program is providing an option for rural areas of Indiana to begin or expand Advanced Life Support programs.

The further development of the computer system has allowed the agency to be reactive to the needs of those involved in emergency services. E-mail has become a vital part of our communications process. Each month an e-mail goes out to over 400



***Community Emergency Response Team (CERT)  
Fire Suppression Training - One of many new  
courses facilitated by PSTI.***

individuals with a monthly calendar of events and other valuable information. Information and forms available through the State Emergency Management Agency web page serve emergency medical personnel as well as save money on handling and sending mail. The staff is continuing to work with the Management Information Services department to improve responsiveness to EMS personnel. During 2004, the EMS Certification staff was able to maintain an average turn-around time of three weeks. Our staff's goal is to ensure personnel have the appropriate certification to provide EMS services to the communities they serve.

In addition to the management of the daily

certification process, the EMS Academy of PSTI is involved in the agency goal of providing OSHA approved hazardous materials training to all functioning EMS personnel. As a result of initiatives begun last year, Hazardous Materials training, the Terrorism Awareness course, and emergency vehicle driving laws are now required portions of all emergency medical training programs. Reaching this important goal has better prepared each EMS professional with the equipment and training necessary in the event of a terrorism attack. Protecting our first responders is our number one priority for terrorism preparedness.

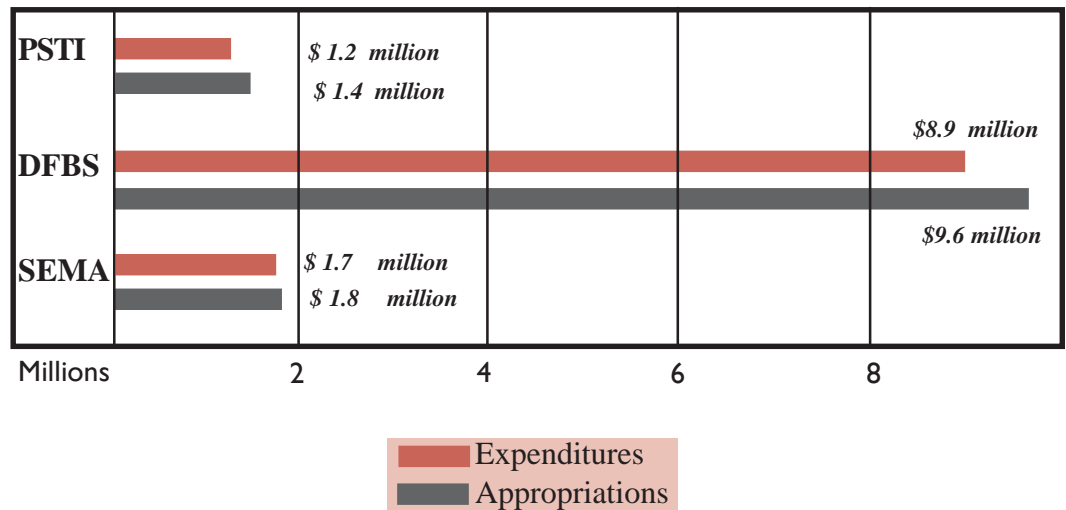


## Administrative Services

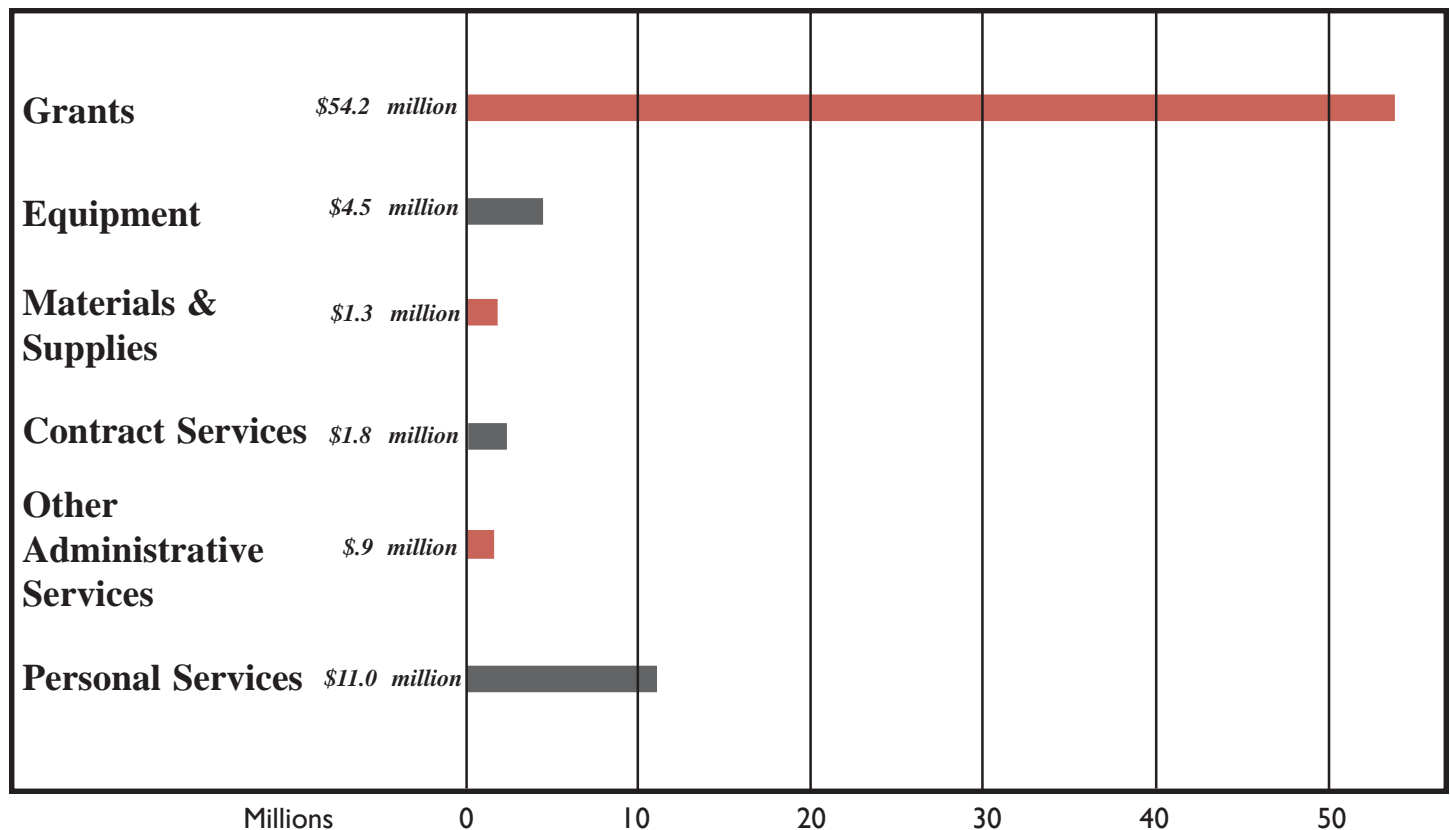
The Administrative Services Division is responsible for all fiscal, management information, payroll and mailroom services as well as code book sales for SEMA, DFBS and PSTI.

The fiscal staff is charged with maintaining accurate financial information and assuring compliance with all established policies. The management information services staff is responsible for the automation of the agency's activities.

## FINANCIAL REPORT EXPENDITURES/APPROPRIATIONS - 6/30/04



## FINANCIAL REPORT EXPENDITURES BY FUNCTION - 6/30/04



## FINANCIAL REPORT

### OPERATING EXPENSES BY DIVISION/ACCOUNT - 6/30/03

Description of Expense	Personal Services	Other Admin Services	Contract Services	Materials & Supplies	Equipment Etc.	Grants	Totals
Contingency Fund	0	2,684	406,502	47,817	79,605	0	536,608
State Emergency Management	1,460,539	117,639	44,012	40,151	6,483	105	1,668,911
Public Safety Training Institute	939,756	96,698	68,356	65,888	5,147	20,000	1,195,846
Fire Prev/Bldg Safety	7,695,243	531,053	252,890	114,388	122,583	183,596	8,899,753
Firefighters Revolving Loan	0	0	0	0	0	0	0
Direction Control & Warning	132	1,395	25,605	15,508	27,540	0	70,180
Hazard Mitigation	17,919	330	1,962	296	0	172,718	193,226
Flood Mitigation	0	0	0	0	0	113,164	113,164
Individual & Family Grant	0	130	51	0	0	1,1342,240	1,342,421
Public Assistance	6,175	2,442	870	891	0	5,696,982	5,707,360
Hazardous Materials Trans Act	0	2,491	7,685	1,112	0	368,394	379,682
Rural Health Flex/Med Svc Ed	1,500	5,597	0	542	0	0	7,639
Emergency Mgmt Prog Grant	312,121	74,438	155,243	41,275	17,515	2,117,797	2,718,387
Underground Storage Tank	0	60	14,437	0	106,138	8	120,643
Fire & Bldg Safety Education	0	755	56,625	7,792	0	15,239	80,411
Radiological Emergency Prep	52,716	7,464	5,341	2,041	7,161	8,586	83,308
EMS for Children	0	0	0	0	0	117,274	117,274
Chemical Stockpile	242,171	29,754	228,942	33,601	2,644,815	4,562,109	7,741,392
Terrorism Consequence Mgt	0	983	0	0	0	0	983
State Domestic Preparedness	150,008	17,364	384,376	806,959	1,381,973	37,799,490	40,540,171
Radiation Transportation Grant	547	4,310	958	103,848	610	0	110,273
Crash Outcome Data Evaluation	0	1,074	54,733	0	691	0	56,499
FEMA Supplemental/CERT	112,198	4,864	44,316	28,143	106,716	1,559,947	1,856,185
Pre-Disaster Mitigation	0	0	0	0	0	123,040	123,040
Indiana Emergency Response	55,231	21,818	9,053	13,928	6,537	0	106,567
NFA Training Grant	0	113	38,221	9,216	0	0	47,551
TOTALS	11,046,257	923,456	1,800,177	1,333,394	4,513,515	54,200,670	73,817,470
PERCENT	14.96%	1.25%	2.44%	1.81%	6.11%	73.43%	100%

